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	numbered solicitation is amended as s				MENTS OF SOLICITATIONS		is not extended.
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	D. OTHER (Specify type of modificat	ion and authority	**************************************		AND A STATE OF THE		
х	1			۵d	Price Contract) March 19	89	
E. IMPORTAN			d to sign this document and				
14. DESCRIF	PTION OF AMENDMENT/MODIFICATION	ON (Organized by	UCF section headings, inc	cluding	solicitation/contract subject matter where feasib to incorporate the follo	le.)	g actions;
funding	allotted to this ta	isk order	from \$135,422	2 to	May		
(b) Ext	end the anticipated	funded t	hrough date fi	rom	March 24, 2011 through A	Augu	st 19, 2011.
	following paragraph odd with sidebars indi			fiec	R. Slip-sheets to the cor	ntra	ct are
Clause :	12 Limitation of Fur	ıds					
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	<del> </del>	f the document re	ferenced in Item 9A or 10A		retofore changed, remains unchanged and in ful		
IDA. NAME A	ND TITLE OF SIGNER (Type or print)				NAME AND TITLE OF CONTRACTING OFFIC drey R. McMillan	ER (IY)	э <del>е огринц</del>
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED		WHED STATES OF AMERICA		16C. DATE SIGNED
	(Signature of person authorized to sign)			/	(Signature of Contracting Officer)		201601

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED

NNM11AA30C/NNM11AA40T/000001

PAGE OF

3

NAME OF OFFEROR OR CONTRACTOR
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TEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged and in full force and effect.				
	LIST OF CHANGES:				
	Reason for Modification: Funding Only Action Obligated Amount for this Modification: \$546,384.00				
	New Total Obligated Amount for this Award: \$681,806.00				
1	Incremental Funded Amount changed from \$135,422.00 to \$681,806.00	{ {			
	Incrementally Funded through date changed from 05/24/2011 to 08/19/2011				
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200390540				
	Account code: 62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00 0/2520/62/CASX12011D/361N/1/2				
l	Cost Center 62RS01				
	GI Account 6100.2520 Order FC000000				
	Quantity: 0				
	Amount: \$274,022.00				
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	2/000/2520/62/EXPX22011D/234A/2/3				
	Cost Center 62SF01	1			
	GI Account 6100.2520 Order FC000000				
	Quantity: 0				
	Amount: \$27,440.00				
	PR # 4200390540				
	Account code: 62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2				
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	Cost Center 62IS01				
	GI Account 6100.2520 Order FC000000				
	Quantity: 0				
	Amount: \$181,932.00				
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CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000001	3	3	

NAME OF OFFEROR OR CONTRACTOR

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	520/62/EXCX22011D/761A/6/7				
	Cost Center 62IS40				
	GI Account 6100.2520			1	
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#### TASK ORDER NNM11AA40T

## **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)	,	\$849,429

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$681,806

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

## 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

## 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through September 30, 2011.

## 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

## 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

## 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order \$0 is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
		09/02/11	
		09/16/11	
		09/30/11	

	Total Billing	\$849,429.00
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## 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

## 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of <u>\$681,806</u> is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **August 19, 2011.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the

Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

## 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

## 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

## 3.0 BUSINESS SUPPORT

## 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

- 3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)
- **3.1.3** Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's. payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)
- **3.1.4** Budget Distribution and Control requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)

- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.6 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)
- 3.1.7 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

## 3.2 IS01/Office of the Chief Information Officer (CIO)

- **3.2.1** Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area.
- 3.2.3 Serve as the primary business interface with the customer. Responsible for meeting contract requirements and customer objectives. Exercise independent judgment and solve administrative and managerial problems. Responsible for planning and coordinating staff, as well as managing cost, schedule and quality. Guide teams, analyze problems and implement solutions. Desired education is a bachelor's degree in area of specialty. Expert knowledge of NASA business concepts, practices and procedures. Extensive experience and judgment to plan and accomplish goals. Perform a variety of tasks. Lead and direct the work of others. Reports to the Deputy Program Manager / Business Lead. Has a broad mandate for independent actions and decisions. (b)(4)
- 3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events. (b)(4)

- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- **3.2.6** Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews; reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)

## 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

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				011 to April 30, 2012 ar			se the
				959,066). The base peri			
		er is May 1, 2011 t	hrough	April 30, 2012, coinci	idir	ng wit	h the
SIC CO	ontract NNM11AA30C;						
<b>.</b>							
				9; thereby increasing t			
				895,878. Extend the fur	ndec	l thro	ugh
	om September 30, 2011	to October 7, 2011;	and				
ntinue							
		document referenced in Item 9A or 10		fore changed, remains unchanged and in full fo			
n. NAIVIE/AI	ND TITLE OF SIGNER (Type or print)	2	16A. NA	ME AND TITLE OF CONTRACTING OFFICER	н (Тур	e or print)	
Ko	NAENTZ	PROG MGR	Sher	ry K Fenn			
B. CONTRA	ACTOR/OFFEROR	15C. DATE SIGNED	16B. UN	TED STATES OF AMERICA		16C.	DATE SIGNED
/k	Sandria pi person authorizado o san	9/26/11	1	hun K Jan- (Signature of Contracting Officer)		9	1/24/11
SN 7540-01-		1-1-1	-1		IDARI	FORM 30	(REV. 10-83)
evious editic	1 /			Presc	ribed t	by GSA R) 53.243	,/

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000004
 PAGE OF 2
 3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	c) Update task order Clause 7, Payment and Consideration, to reflect billing periods through April 30, 2012.				
	2. The following paragraph(s) has/have been modified. Slip-sheets to the task order are provided with sidebars indicating change.				
	Clause 3 Period of Performance, Page 1 Clause 7 Consideration and Payment, Page 3 Clause 12 Limitation of Funds, Page 3 Entire task order is being provided as revised.				
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the contract change(s) and/or contractor proposal(s) listed below, the contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s), and for such additional obligations as may be required by this modification.  Contract Change Identification: Task Order NNM11AA40T, Modification No. 04 against Contract NNM11AA30C. Contractor Proposal Number: ARCS Proposal dated July 27, 2011.  4. Except as provided herein, all terms and conditions of this task and a provide washes.				
	conditions of this task order remain unchanged and in full force and effect.				
	Reason for Modification: Supplemental Agreement for work within scope Period Of Performance End Date changed from 30-SEP-11 to 30-APR-12 Total Amount for this Modification: \$1,109,637.00 Obligated Amount for this Modification: \$46,449.00 Incremental Funded Amount changed: from				
	\$849,429.00 to \$895,878.00  Continued				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE (	OF	
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000004	3	3	

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

TEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY		UNIT PRICE	AMOUNT
(A)	Total Amount changed from \$849,429.00 to	(C)	(D)	(E)	(F)
	\$1,959,066.00				
	Incrementally Funded through date changed from				
	09/30/2011 to 10/07/2011				
	Delivery Date changed from 09/30/2011 to				
	04/30/2012				
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200406892				
	Account code:				
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2				
	520/62/EXCX22011D/761A/1/43 Cost Center 62IS40				}
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0				
	Amount: \$43,508.00				
	PR # 4200406892				
	Account code:				
	62IS01/6100.2520/62/FC000000/585991.01.08/000/2520				
	/62/EXPX22011D/234A/2/44				
	Cost Center 62IS01				
	GI Account 6100.2520		ŀ		
	Order FC000000				
	Quantity: 0				
	Amount: \$2,941.00 FOB: Destination				
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AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTR	ACT	t CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REC	UISITION/PURCHASE REQ. NO	5 PROJECT NO. (If applicable)
000005	See Block 1	sc See	Schedule	
6 ISSUED BY CODE	MSFC		MINISTERED BY (If other than tlem 6)	CODE MSFC
NASA/Marshall Space Flight C Office of Procurement Audrey R. McMillan audrey.r.mcmillan@nasa.gov Marshall Space Flight Center	enter	Aud Con 256	A/Marshall Space Fli rey R. McMillan tracting Officer -961-1339 shall Space Flight C	ght Center
8. NAME AND ADDRESS OF CONTRACTOR (No., street	county State and 7t9 Code		AMENDMENT OF SOLICITATION NO	
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	COURTY, CHAIC SING ZII COOK	98 × 10.	DATED (SEE ITEM 11)  A MODIFICATION OF CONTRACT/ORE NM11AA30C NM11AA40T B DATED (SEE (TEM 13)	DER NO.
CODE 035U7	FACILITY CODE	<del></del>     <sub>0</sub>	5/01/2011	
00001	11. THIS ITEM ONLY		IENTS OF SOLICITATIONS	
Offers must acknowledge receipt of this amendment pittems 8 and 15, and returning copseparate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF 0 virtue of this amendment you desire to change an offer to the solicitation and this amendment, and is received	ies of the amendment. (I to the solicitation and an DEFERS PRIOR TO THE already submitted, such	b) By acknowledging red nendment numbers FA EHOUR AND DATE SPI n change may be made to	eipt of this amendment on each copy of ILURE OF YOUR ACKNOWLEDGEMEN ECIFIED MAY RESULT IN REJECTION	the offer submitted, or (c) By IT TO BE RECEIVED AT OF YOUR OFFER. If by
12. ACCOUNTING AND APPROPRIATION DATA (If req	uired)	Net Inc	rease:	\$113,875.00
See Schedule			DDIFIES THE CONTRACT/ORDER NO. A	· · · · · · · · · · · · · · · · · · ·
A THIS CHANGE ORDER IS ISSUED PORDER NO. IN ITEM 10A  B THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH  C. THIS SUPPLEMENTAL AGREEMENT  X NFS 1852.232-77 Limit  D. OTHER (Specify type of modification is	T/ORDER IS MODIFIED IN ITEM 14, PURSUAN ISENTERED INTO PU Cation of Fur	TO REFLECT THE AD T TO THE AUTHORITY PRSUANT TO AUTHOR	MINISTRATIVE CHANGES (such as cha OF FAR 43 103(b) TY OF:	
				***************************************
E.IMPORTANT: Contractor %, is not,  14. DESCRIPTION OF AMENDMENT/MODIFICATION (  1. The purposes of this modified the second sec	ication are	on headings, including s to incorpora	obcitation/contract subject matter where ate the following act	feasible) zions;
a) Provide incremental fundir funding allotted to this task				ing the total
o) Extend the funded through	date to Octo	ber 28, 2013	L.	
2. The following paragraph(s) provided with sidebars indicated			Slip-sheets to the	task order are
Clause 12 Limitation of Funds	s, Page 3			
Continued Except as provided herein, all terms and conditions of the	document referenced in	tem 9A or IAA se har	stofore changed remains unchanged on	d in full force and effect
15A. NAME AND TITLE OF SIGNER (Type or print)	- Government Faret Guiced &		NAME AND TITLE OF CONTRACTING	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
		Aud	rey R. McMillan	
15B. CONTRACTOR/OFFEROR	15C DA	TE SIGNED 16B U	INITED STATES OF AMERICA	1,/k 160 DATE SIGNED 1,/k 10-14-201
(Signature of person authorized to sign)			(Signature of Contracting Officer)	10-11-00

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 53 243 

	REFERENCE NO OF DOCUMENT BEING CONTINUED	PAGE	OF
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000005	2	3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

M NO. A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Entire task order is being provided as revised.				
	3. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect.				
	LIST OF CHANGES:				
	Reason for Modification: Funding Only Action Obligated Amount for this Modification: \$113,875.00  New Total Obligated Amount for this Award: \$1,009,753.00  Incremental Funded Amount changed: from \$895,878.00 to \$1,009,753.00  Incrementally Funded through date changed from 10/07/2011 to 10/28/2011				·
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200411588 Account code: 62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00 0/2520/62/CASX12012D/361N/1/2 Cost Center 62RS01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$5,969.00				
	PR # 4200411588 Account code: 62IS70/6100.2520/62/FC000000/884617.10.10.02.08/00 0/2520/62/CASX12012D/922A/2/3 Cost Center 62IS70 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$932.00				
	PR # 4200411589 Account code: 62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00 0/2520/62/CASX12012D/361N/1/2 Cost Center 62RS01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$92,527.00 Continued				

			<del></del>	
	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF	
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000005	3	3	
			***	-

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

TEM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	· - ,		$\vdash$		
	PR # 4200411589				
	Account code: 62IS70/6100.2520/62/FC000000/884617.10.10.02.08/00				
	0/2520/62/CASX12012D/922A/2/3				
	Cost Center 62IS70				
	GI Account 6100.2520			}	
	Order FC000000			į	
	Quantity: 0 Amount: \$14,447.00				
	FOB: Destination				
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CONTRACTOR OF THE CONTRACTOR O

### TASK ORDER NNM11AA40T

#### **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$1,959,066

Total Labor Obligations	Travel	Total TO Obligations
(~)( ·)		
(b)(4)		\$1,009,753

## 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

## 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2012.

## 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

## 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order **\$0** is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
		09/02/11	
		09/16/11	
		09/30/11	

10/14/11	(b)(4)
10/28/11	
11/11/11	
11/25/11	
12/09/11	
12/23/11	
01/06/12	
01/20/12	
02/03/12	
02/17/12	
03/02/12	
03/16/12	
03/30/12	
04/13/12	
04/30/12	
Total Billing	\$1,959,066

## 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

## 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

## 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

## 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

(a) Of the total price for effort provided under this Task Order, the sum of \$1,009,753 is available for payment and allotted to this Task Order.

- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 28, 2011</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MO	ODIFICATION O	F CONTRACT		1. CONTRACT ID CODE	1	GE OF	PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFEC	TIVE DATE	4. RE	QUISITION/PURCHASE REQ. NO.		CT NO.	4 (If applicable)
000006	See B	lock 16C	See	Schedule			
6. ISSUED BY	CODE MSFC		7. AL	MINISTERED BY (If other than Item 6)	CODE	1SFC	
NASA/Marshall Space Flig Office of Procurement Audrey R. McMillan audrey.r.mcmillan@nasa.q Marshall Space Flight Ce	lon	5812	Auc Cor 256	SA/Marshall Space Fligh drey R. McMillan dtracting Officer 5-961-1339 rshall Space Flight Cen			2
NAME AND ADDRESS OF CONTRACTOR (	No., street, county, State	e and ZIP Code)	(x) 9/	A. AMENDMENT OF SOLICITATION NO.			
L RAZAQ COMPUTING SERVI	CEC		Ħ				
001 SAVOY DR STE 505	CE 2		98	B. DATED (SEE ITEM 11)			
OUSTON TX 77036-3365							
			10	MANUFICATION OF CONTRACTIONDE			
				IA. MODIFICATION OF CONTRACT/ORDEF NM11AA30C	i NO.		
			N	NM11AA40T			
			10	B. DATED (SEE ITEM 13)			· · · · · · · · · · · · · · · · · · ·
CODE 035U7	FACILITY	CODE	7	)5/01/2011			
	11. THIS	TEM ONLY APPLIES TO	AMEND	MENTS OF SOLICITATIONS			<del></del>
Items 8 and 15, and returning separate letter or telegram which includes a re THE PLACE DESIGNATED FOR THE RECEI virtue of this amendment you desire to change to the solicitation and this amendment, and is	eference to the solicity PT OF OFFERS PR an offer already sub	tation and amendment num NOR TO THE HOUR AND I omitted, such change may	nbers. FA DATE SP be made	ECIFIED MAY RESULT IN REJECTION OF	O BE RECEIV YOUR OFFER	ED AT	
2. ACCOUNTING AND APPROPRIATION DAT	'A (If required)	Ne	t Inc	crease:	\$194,567	7.00	
13. THIS ITEM ONLY APPLIE	S TO MODIFICATIO	N OF CONTRACTS/ORDE	RS. IT M	ODIFIES THE CONTRACT/ORDER NO. AS I	DESCRIBED IN	ITEM 14	4.
A. THIS CHANGE ORDER IS IS ORDER NO. IN ITEM 10A.	SUED PURSUANT	TO: (Specify authority) TH	E CHANG	GES SET FORTH IN ITEM 14 ARE MADE IN	THE CONTRA	ACT	
B. THE ABOVE NUMBERED CO appropriation date, etc.) SET	)NTRACT/ORDER IS FORTH IN ITEM 14	S MODIFIED TO REFLEC , PURSUANT TO THE AU	T THE AC	MINISTRATIVE CHANGES (such as change OF FAR 43.103(b).	es in paying offi	īce,	
C. THIS SUPPLEMENTAL AGR	EEMENT IS ENTER	ED INTO PURSUANT TO	AUTHOR	ITY OF:			
X FAR 52.243-1 Char	nges - Fixe	ed Price (AUG	2010	) Alternate I (APR 198	4)		
D. OTHER (Specify type of mode	fication and authority	γ)					
I Contractor is	not, 🗓 is requir	ed to sign this document ar	nd return	2 copies to the issui	ing office.		
4. DESCRIPTION OF AMENDMENT/MODIFIC		-	_		•		
. The purposes of this r	nodificatio	on are to inco	rpor	ate the following action	ons:		
) Decrease the required $O(4)$ for the period $O(4)$	support by of (b)(4)	(b)(4)		sition under PWS 3.2.1 b)(4)	in the	amou	int of
) Incorporate $(b)(4)$ for the period of $(b)(4)$	For (b)(4)	u	ınder	PWS 3.2.5 in the amounts;	unt of (	b)(4)	<b></b> ,
) Incorporate travel inc	curred in t	the amount of	(b)(4)				
) As a result of (a), (b	o) and (c),	the task ord	ler va	alue is decreased by \$4	48,927;	from	ı
ontinued	. ,,						
xcept as provided herein, all terms and condition	ns of the document r	eferenced in Item 9A or 10	A, as her	etofore changed, remains unchanged and in	full force and e	ffect.	
5A. NAME AND TITLE OF SIGNER (Type or pn				NAME AND TITLE OF CONTRACTING OFF			
0 1 1	$\cap$	11.0				-	
NON GENIZ	PROG	MGK		rey R. McMillan		T	
5B. CONTRACTOR/OFFEROR	f-	15C. DATE SIGNED	16B X	INTED STATES OF AMERICA  1. A. B. R. O. A. O. M. M. // an.	)	16C. E	DATE SIGNED
(signature of person authorized to sign)	X	12/2/11	1/. !	(Signature of Contracting Officer)		/ /	4/4/11
SN 7540-01-152-8070 revious edition unusable					TANDARD FO Prescribed by G		REV. 10-83)

Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION CHEET		PAGE O	F
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000006	2	4

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

TEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
(A)	\$1,959,066 to \$1,910,139;	(0)	(0)	(E)	(E)
	e) Provide incremental funding in the amount of \$194,567; thereby increasing the total funding allotted to this task order from \$1,009,753 to \$1,204,320; and				
	f) Extend the funded through date to December 2, 2011.				
	2. The following paragraph(s) has/have been modified. Slip-sheets to the task order are provided with sidebars indicating change. Entire task order is being provided as revised.				
	Clause 3 Period of Performance, Page 1 Clause 7 Consideration and Payment, Page 2 Clause 12 Limitation of Funds, Page 3				
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the contract change(s) and/or contractor proposal(s) listed below, the contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s), and for such additional obligations as may be required by this modification.				
	Contract Change Identification: Task Order NNM11AA41T, Modification No. 06 against Contract NNM11AA30C. Contractor Proposal Number: ARCS Proposal dated				
	November 29, 2011.  4. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect.				
	LIST OF CHANGES:				
	Reason for Modification: Supplemental Agreement for work within scope Total Amount for this Modification: -\$48,927.00 Continued				

	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF .
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000006	3	4

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

AL RAZAÇ	COMPUTING SERVICES				
ITEM NO.	SUPPLIES/SERVICES	QUANTITY	f :	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Total Amount changed from \$1,959,066.00 to			~~~~~	
	\$1,910,139.00				
	Obligated Amount for this modification:				
	\$194,567.00				
	Incremental Funded Amount changed from		1		
	\$1,009,753.00 to \$1,204,320.00				
	Incrementally Funded through date changed to		}	1	
	12/02/2011		1		
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200417691				
	Account code: 62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00		1		
	62RS01/6100.2520/62/FC000000/756466.01.06.08.01/00 0/2520/62/CASX12012D/361N/1/2				
	Cost Center 62RS01		1		
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0				
	Amount: \$87,000.00				
	PR # 4200413448				
	Account code: 62SF01/6100.2520/62/FC000000/573754.09.02.08.01.0/				
	2/000/2520/62/EXPX22012D/719V/1/2				
	Cost Center 62SF01				
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0	İ			
	Amount: \$17,450.00				
	PR # 4200413448				
	Account code:				
	62SF02/6100.2520/62/FC000000/573754.09.02.08.01.0/				
	2/000/2520/62/EXPX22012D/719V/2/3				
	Cost Center 62SF02				
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0				
	Amount: \$17,450.00				
	PR # 4200413448				
	Account code:				
	62IS01/6100.2520/62/FC000000/158325.01.03.08/000/2				
	520/62/EXPX22012D/201E/3/4		1		
	Cost Center 62IS01				
	GI Account 6100.2520				
	Order FC000000				İ
	Quantity: 0				
	Amount: \$10,336.00				
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					OPTIONAL FORM 336 (4-86)

	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000006	4	4

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

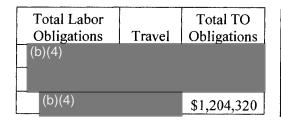
TEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	(D)	UNIT PRICE (E)	AMOUNT (F)
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	520/62/CASX12012D/361N/1/2				
	Cost Center 62IS01				
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0 Amount: \$62,331.00				
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#### TASK ORDER NNM11AA40T

#### **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$1,910,139



#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

## 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2012.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

## 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

## 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
		09/02/11	
		09/16/11	
		09/30/11	

,	1	(1.) (1.)
	10/14/11	(b)(4)
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/30/10	
	Total Billing	\$1,909,700

## 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

## 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

## 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

## 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

(a) Of the total price for effort provided under this Task Order, the sum of \$1,204,320 is available for payment and allotted to this Task Order.

- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **December 2, 2011.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

## 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

## 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

- 3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)
- **3.1.3** Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's, payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)
- **3.1.4** Budget Distribution and Control requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)

- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.6 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)
- **3.1.7** Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

## 3.2 IS01/Office of the Chief Information Officer (CIO)

- **3.2.1** Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area.
- **3.2.3** Serves as the primary business interface with the customer. Responsible for meeting contract requirements and customer objectives. Exercises independent judgment and solves administrative and managerial problems. Responsible for planning and coordinating staff, as well as managing cost, schedule and quality. Guides teams, analyzes problems and implements solutions. Desired education is a bachelor's degree in area of specialty and relevant program management experience. Has expert knowledge of NASA business concepts, practices and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. Reports to the Program Manager. Has a broad mandate for independent actions and decisions. (b)(4)
- 3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events. (b)(4)

- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.6 Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews; reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)

## 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			CONTRACT ID CODE		PAGE OF PAGES		
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REC	QUISITION/PURCHASE REQ. NO.	5. PR	1 4  OJECT NO. (If applicable)		
000007	See Block 16C	100000000000000000000000000000000000000	Schedule	32.55.655			
6. ISSUED BY CODE	MSFC	7. AD	MINISTERED BY (If other than Item 6)	CODE	MSFC		
NASA/Marshall Space Flight C Office of Procurement Audrey R. McMillan audrey.r.mcmillan@nasa.gov Marshall Space Flight Center	enter	Aud Con 256	A/Marshall Space Flight rey R. McMillan tracting Officer -961-1339 shall Space Flight Cent		ter		
8. NAME AND ADDRESS OF CONTRACTOR (No., street,	, county, State and ZIP Code)	(x) 9A	. AMENDMENT OF SOLICITATION NO.		······································		
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		y 10	A. MODIFICATION OF CONTRACT/ORDER	NO.			
		NI	NM11AA40T B. DATED (SEE ITEM 13)				
CODE 035U7	FACILITY CODE		5/01/2011				
William Control of the Control of th	11. THIS ITEM ONLY APPLIES T	O AMENDA	MENTS OF SOLICITATIONS				
Items 8 and 15, and returning copseparate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offer to the solicitation and this amendment, and is received 12. ACCOUNTING AND APPROPRIATION DATA (If requ	to the solicitation and amendment nu DFFERS PRIOR TO THE HOUR AND already submitted, such change may prior to the opening hour and date sp	mbers. FA DATE SP y be made loecified.	ECIFIED MAY RESULT IN REJECTION OF Y by telegram or letter, provided each telegram	O BE REC OUR OFF or letter m	EIVED AT FER. If by nakes reference		
See Schedule	Ne Ne	et Inc	rease: \$	180,6	572.00		
13. THIS ITEM ONLY APPLIES TO MO	ODIFICATION OF CONTRACTS/ORD	ERS. IT M	ODIFIES THE CONTRACT/ORDER NO. AS DI	ESCRIBE	D IN ITEM 14.		
A MATERIAL TO A REPORT SHOWN AND A COLUMN SHOWS			SES SET FORTH IN ITEM 14 ARE MADE IN				
appropriation date, etc.) SET FORTH	IN ITEM 14, PURSUANT TO THE A	UTHORITY	MINISTRATIVE CHANGES (such as changes OF FAR 43.103(b).	om paying	g dilloo,		
C. THIS SUPPLEMENTAL AGREEMENT X FAR 52.243-1 Changes D. OTHER (Specify type of modification a	- Fixed Price (AUG		NYOF: ) Alternate I (APR 1984	1)			
Web 102007							
	is required to sign this document		2 copies to the issuin				
14. DESCRIPTION OF AMENDMENT/MODIFICATION ( 1. The purposes of this task		- 6			g actions;		
a) Delete the required support the amount of $(b)(4)$ for the			position under	PWS	3.2.3 in		
o) Increase the required supparamount of $(b)(4)$ for the per			position under PWS	3.2.	.7 in the		
c) Delete the required support Management in the amount of (b)(4)		riod (	position under of (b)(4)	Prog	gram		
Continued  Except as provided herein, all terms and conditions of the	document referenced in Item 94 or 1	IOA as her	elofore changed, remains unchanged and in fi	ull force a	nd effect		
15A. NAME AND TITLE OF SIGNER (Type or print)	٥	16A. N	NAME AND TITLE OF CONTRACTING OFFI				
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED		Wited STATES OF AMERICA  WOUNDERS MINISTER	40	16C. DATE SIGNED		
(Signature of person authorized to Sign) NSN 7540-01-152-8070 Previous edition unusable	12/10/11	1-1		TANDARI rescribed	D FORM 30 (REV. 10-83) by GSA		

STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

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	d) Transca the required corner by (b)(1)				
	d) Increase the required support by (b)(4) (b)(4) position under Program Management				
	in the amount of $(b)(4)$ for the period of				
	(b)(4)				
	e) Delete the required support by (b)(4)				
	(b)(4) position under Program	l			
	Management in the amount of (b)(4) for the			1	
	period of (b)(4)			j	
	f) As a result of (a) through (e), the task order				
	value is decreased by \$15,326; from \$1,910,139 to	J			
	\$1,894,813;				
	g) Provide incremental funding in the amount of				
	\$180,672; thereby increasing the total funding				
	allotted to this task order from \$1,204,320 to				
	\$1,384,992. The funded through date is January 6,				
	2012; and	1			
	h) Update task order Clause 7, Payment and				
	Consideration, to reflect billing periods through	1	[	ĺ	
	April 30, 2012.	}		l I	
	2. The following paragraph(s) has/have been	ļ			
	modified. Slip-sheets to the contract are				
	provided with sidebars indicating change.	ì			
	Clause 7 Consideration and Payment				
	Clause 12 Limitation of Funds			ļ	
	3. Contractor's Statement of Release				
	5. Contractor 5 Statement of Refease				
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
ı	claims arising out of or attributable to the issuance of the contract change(s) and/or				
	contractor proposal(s) listed below, the		ĺ		
	contractor hereby releases the Government from				
1	any and all liability under this contract for		- 1		
	further equitable adjustments attributable to		1	İ	
	such facts or circumstances giving rise to said			1	
	<pre>contract change(s) and/or contractor proposal(s), and for such additional obligations as may be</pre>				
	required by this modification.				
	Contract Change Identification: Task Order				
	NNM11AA40T, Modification No. 07 against Contract				
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TEM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	<b>UNIT</b> (D)	UNIT PRICE (E)	AMOUNT (F)
(11)	Contractor Proposal Number: ARCS Proposal dated	107	, ,	(2)	
	December 5, 2011.				
	4. Except as provided herein, all terms and	ļ			
	conditions of this task order remain unchanged and in full force and effect.	}			
	and in full force and effect.				
	LIST OF CHANGES:				
	Reason for Modification : Supplemental Agreement				
	for work within scope			Ì	
	Total Amount for this Modification: -\$15,326.00		1		
	Total Amount changed from \$1,910,139.00 to \$1,894,813.00			}	
	Obligated Amount for this Modification:				
	\$180,672.00				
	Incremental Funded Amount changed: from				
	\$1,204,320.00 to \$1,384,992.00				
	Incrementally Funded through date changed to 01/06/2012				
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200418570				
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	GI Account 6100.2520				
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	Quantity: 0			:	
	Amount: \$14,805.00				
	PR # 4200418570				
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J	Quantity: 0				
	Amount: \$14,805.00		İ		
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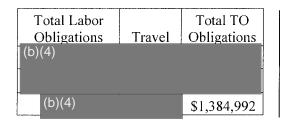
TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Order FC000000				
	Quantity: 0		1		
	Amount: \$109,209.00				
	PR # 4200418334				
	Account code:				
	62IS01/6100.2520/62/FC000000/158325.01.03.08/000/2				
	520/62/EXPX22012D/201E/3/4				
	Cost Center 62IS01				
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0 Amount: \$5,965.00				
	Amount: \$3,963.00				
	PR # 4200418334				
	Account code:		1 1		
	62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2				
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	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0				
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### TASK ORDER NNM11AA40T

## **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

		Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$1,894,813



### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

## 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2012.

## 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

## 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

# 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
		09/02/11	
		09/16/11	
		09/30/11	

10/14/11	(b)(4)
	-
10/28/11	_
11/11/11	
11/25/11	Ī
12/09/11	
12/23/11	
01/06/12	
01/20/12	
02/03/12	
02/17/12	
03/02/12	
03/16/12	
03/30/12	
04/13/12	
04/30/10	
Total Billing	\$1,894,374

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

# 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

## 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

# 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

(a) Of the total price for effort provided under this Task Order, the sum of \$1,384,992 is available for payment and allotted to this Task Order.

- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **January 6, 2012.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

## 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

## 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

### 3.0 BUSINESS SUPPORT

# 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

- 3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)
- 3.1.3 Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's, payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)

**3.1.4** Budget Distribution and Control – requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)

- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- **3.1.6** Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)
- **3.1.7** Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

# 3.2 IS01/Office of the Chief Information Officer (CIO)

- **3.2.1** Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area.

# 3.2.3 RESERVED

- 3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events.
- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are

preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)

- **3.2.6** Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews; reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)
- 3.2.7 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

### 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

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 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000008
 PAGE 0F

NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY	1 1	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
-	Entire task order is being provided				
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged	ł			
	and in full force and effect.				
	LIST OF CHANGES:				
	Reason for Modification : Funding Only Action				
	New Total Amount for this Award: \$1,894,813.00				
	Obligated Amount for this Modification:				
	\$425,884.52				
	Incremental Funded Amount changed: from				
	\$1,384,992.00 to \$1,810,876.52 Incrementally Funded through date changed to				
	03/30/2012				
	03/30/2012		1		
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200421237				
	Account code:				
	62IS01/6100.2520/62/FC000000/158325.01.03.08/000/2				
	520/62/EXPX22012D/201E/1/2 Cost Center 62IS01				
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0				
	Amount: \$17,385.25				
	PR # 4200419931				
	Account code:				
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00				
	0/2520/62/CASX12012D/361N/2/3				
	Cost Center 62RS01 GI Account 6100.2520				
	Order FC000000				
	Quantity: 0				
	Amount: \$238,559.76				
	PR # 4200419931				
	Account code:				
	62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2				
	520/62/CASX12012D/361N/1/2				
	Cost Center 62IS01				
	GI Account 6100.2520				
	Order FC000000 Quantity: 0				
	Amount: \$169,939.51				
	FOB: Destination				
			<u> </u>		

# TASK ORDER NNM11AA40T

### **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$1,894,813

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$1,810,876.52

# 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

# 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2012.

# 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

# 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

# 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

# 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
	Action of the Control	07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
		09/02/11	
		09/16/11	
		09/30/11	

10/14/11	(b)(4)
10/28/11	
11/11/11	
11/25/11	
12/09/11	
12/23/11	
01/06/12	
01/20/12	
02/03/12	
02/17/12	
03/02/12	
03/16/12	
03/30/12	
04/13/12	
04/30/12	
Total Billing	\$1,894,374

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

# 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

# 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

# 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

(a) Of the total price for effort provided under this Task Order, the sum of \$1,810,876.52 is available for payment and allotted to this Task Order.

- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>March 30, 2012</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
    - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

## 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

# 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

# 3.0 BUSINESS SUPPORT

# 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

- 3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)
- Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's, payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)

3.1.4 Budget Distribution and Control – requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)

- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.6 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)
- 3.1.7 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

# 3.2 IS01/Office of the Chief Information Officer (CIO)

- 3.2.1 Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area.

  (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

## 3.2.3 RESERVED

- 3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events. (b)(4)
- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are

preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)

3.2.6 Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews: reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)

3.2.7 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

### 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF	CONTRACT		CONTRACT ID CODE		PAGE OF	PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIV	/E DATE	4. REQ	JISITION/PURCHASE REQ. NO.	5. PR	OJECT NO	. (If applicable)
000009	See Blo	ock 16C	4200	423608	İ		
6. ISSUED BY CODE	MSFC		7. ADN	INISTERED BY (If other than Item 6)	CODE	MSFC	
NASA/Marshall Space Flight C	Center		NASA	./Marshall Space Fligh	nt Cen	ter	
Office of Procurement			I.	ey R. McMillan			
Audrey R. McMillan				racting Officer			
audrey.r.mcmillan@nasa.gov Marshall Space Flight Center	· AT. 358	12	1	961-1339 hall Space Flight Cer	nter A	T. 3581	2
naishair bpace rright center	1111 330	12	liais	mair bpace riight cer	1001 1	.D 000.	. 2
8. NAME AND ADDRESS OF CONTRACTOR (No., street	, county, State a	nd ZIP Code)	(x) <sup>9A</sup> .	AMENDMENT OF SOLICITATION NO.			
AL RAZAQ COMPUTING SERVICES							
6001 SAVOY DR STE 505			9B.	DATED (SEE ITEM 11)			
HOUSTON TX 77036-3365							
				MODIFICATION OF CONTRACT/ORDER	R NO.		
			1 1	M11AA40T			
				DATED (SEE ITEM 13)			
CODE 035U7	FACILITY CO	DDE	1 1	/01/2011			
				NTS OF SOLICITATIONS			
The above numbered solicitation is amended as set fo					rtended	is not ex	tended
Offers must acknowledge receipt of this amendment pa		·		•			
Items 8 and 15, and returning cop	ies of the ame	ndment; (b) By acknowled	dging rece	ipt of this amendment on each copy of the	offer subm	itted; or (c)	Ву
separate letter or telegram which includes a reference							
THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offer							nce
to the solicitation and this amendment, and is received							
12. ACCOUNTING AND APPROPRIATION DATA (If requ	uired)	Net	Incr	ease:	\$64,37	2.00	
See Schedule	DIFICATION A	OF CONTRACTORDER	C IT NO	NEISCANE CONTRACTIONNEN NO. 48	DECODIDE	D IN ITCH	
13. THIS HEM ONLY APPLIES TO MC	DIFICATION	JF CONTRACTS/ORDER	S. II MO	DIFIES THE CONTRACT/ORDER NO. AS	DESCRIBE	DINITEMIT	4.
CHECK ONE A. THIS CHANGE ORDER IS ISSUED P	URSUANT TO	: (Specify authority) THE	CHANGE	S SET FORTH IN ITEM 14 ARE MADE IN	THE CON	TRACT	
ORDER NO. IN ITEM 10A.		.,-,,,,		S SET FORTH IN ITEM 14 ARE MADE IN			
B. THE ABOVE NUMBERED CONTRAC	T/ORDER IS N	MODIFIED TO REFLECT	THE ADM	INISTRATIVE CHANGES (such as changer F FAR 43.103(b).	es in paying	g office,	
appropriation date, etc.) SET FORTH	IN ITEM 14, P	URSUANT TO THE AUTI	HORITY C	PF FAR 43.103(b).			
C. THIS SUPPLEMENTAL AGREEMENT	IS ENTERED	INTO PURSUANT TO A	UTHORIT	Y OF:			
D. OTHER (Specify type of modification a	and authority)						
X NFS 1852.232-77 Limit	ation o	of Funds (Fix	ed Pr	ice Contract)			
E. IMPORTANT: Contractor X is not,	is required	to sign this document and	return _	0 copies to the issu	ing office.		
14. DESCRIPTION OF AMENDMENT/MODIFICATION (C	Organized by L	ICF section headings, inc	luding sol	citation/contract subject matter where fea	sible.)		
1. The purposes of this task	order m	odification a	are to	o incorporate the fol	lowing	g acti	ons;
a) Provide incremental fundin	g in th	e amount of \$	64,3	72, thereby increasin	g the	total	
funding allotted to this task							
5							
o) Extend the funded through	date fr	om March 30.	2012	to April 13, 2012.			
2. The following paragraph(s)	has/ha	ve been modif	Fied	Slip-sheets to the to	ek or	der a	~ <u>~</u>
provided with sidebars indica			100.	bilp bliceeb to the to	20% 01	acr a.	
order with Sidebals indica	cing cm	ange.					
Plance 10 Timitation of P	Dame	2					
Clause 12 Limitation of Funds	, rage .	)					
Continued							
Except as provided herein, all terms and conditions of the	document refe	renced in Item 9A or 10A,	.,				
15A. NAME AND TITLE OF SIGNER (Type or print)			ToA. NA	ME AND TITLE OF CONTRACTING OFF	ICER (Type	e or print)	
			Audr	ey R. McMillan			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16 <b>B</b> UN	TED STATES OF AMERICA		16C. I	DATE SIGNED
				to de Vano min	1/4 )		2000
(Signature of person authorized to sign)			M	(Signature of Contracting Officer)	,,	/	-30-2012
	1						

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED PAGE OF NNM11AA30C/NNM11AA40T/000009 2 2 2

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE	AMOUNT (F)
	Entire task order is being provided	· · · · · · · · · · · · · · · · · · ·			
	3. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect.				
	LIST OF CHANGES:				
	Reason for Modification: Funding Only Action Obligated Amount for this Modification: \$64,372.00 Incremental Funded Amount changed: from \$1,810,876.52 to \$1,875,248.52 Incrementally Funded through date changed from 03/30/2012 to 04/13/2012				
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200423608 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.10.02/00 0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$64,372.00				
	FOB: Destination	1	ļ		
					,

## TASK ORDER NNM11AA40T

# **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$1,894,813

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		_
(b)(4)		\$1,875,248.52

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

## 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2012.

## 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

# 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

# 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
		09/02/11	
		09/16/11	
		09/30/11	

10/14/11	(b)(4)
10/28/11	
11/11/11	
11/25/11	
12/09/11	
12/23/11	
01/06/12	
01/20/12	
02/03/12	
02/17/12	
03/02/12	
03/16/12	
03/30/12	
04/13/12	
04/30/12	
Total Billing	\$1,894,374

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

# 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

## 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

## 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

(a) Of the total price for effort provided under this Task Order, the sum of \$1,875,248.52 is available for payment and allotted to this Task Order.

- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **April 13, 2012.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

# 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

## 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

## 3.0 BUSINESS SUPPORT

# 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

- 3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)
- 3.1.3 Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's, payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)

**3.1.4** Budget Distribution and Control – requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)

- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.6 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)
- 3.1.7 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

# 3.2 IS01/Office of the Chief Information Officer (CIO)

- **3.2.1** Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

## 3.2.3 RESERVED

- 3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events. (b)(4)
- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are

preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)

- **3.2.6** Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews; reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)
- 3.2.7 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

# 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT	***************************************	1. CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDMENT/MODIFICATION NO.	3 EFFECTIVE DATE	4. RE	QUISITION/PURCHASE REQ. NO.		O. (If applicable)
000002	See Block 16C	See	Schedule	1	
6. ISSUED BY CODE	MSFC	7. AL	MINISTERED BY (If other than Item 6)	CODE MSF	C
NASA/Marshall Space Flight C Office of Procurement Sharon D. Crowder sharon.d.crowder@nasa.gov Marshall Space Flight Center	Center		SA/Marshaìl Space Fligh Sshall Space Flight Cen	nt Center	
8 NAME AND ADDRESS OF CONTRACTOR (No., street	t. county. State and ZIP Code)	7. 194	A AMENDMENT OF SOLICITATION NO.	·	
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		(X) 9H X N	3. DATED (SEE ITEM 11)  1A. MODIFICATION OF CONTRACT/ORDER  NM1 1AA30C  NM1 1AA40T	R NO.	
			B. DATED (SEE ITEM 13)		
CODE 035U7	FACILITY CODE		05/01/2011		
	11. THIS ITEM ONLY APPLIES TO	AMEND	MENTS OF SOLICITATIONS		
THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offe to the solicitation and this amendment, and is received 12. ACCOUNTING AND APPROPRIATION DATA (If req See Schedule 13. THIS ITEM ONLY APPLIES TO M	r already submitted, such change may diprior to the opening hour and date specified).	be made ecified. t Inc	by telegram or letter, provided each telegram	or letter makes ref \$74,082.00	erence
B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH C. TIHIS SUPPLEMENTAL AGREEMEN	TYORDER IS MODIFIED TO REFLEC I IN ITEM 14, PURSUANT TO THE AU T IS ENTERED INTO PURSUANT TO	T THE AL	GES SET FORTH IN ITEM 14 ARE MADE IN  DMINISTRATIVE CHANGES (such as change Y OF FAR 43,103(b)  RITY OF:		
D OTHER (Specify type of modification	**	3 70			
X   NFS 1852.232-77 Limi	tation of Funds (Fi.	xea b			
E.IMPORTANT: Contractor	tion is to incorpora	including ate t	solicitation/contract subject maffer where fea he following actions:	sible.)	
I.Provide incremental funding funding allotted to this task	k order from \$681,80	06 to	\$755,888; and		
2.Extend the anticipated fund	-		-		
Continued					
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	document referenced in Item 9A or 10	16A.	retofore changed, remains unchanged end in NAME AND TITLE OF CONTRACTING OFF Prey R. McMillan		
15B CONTRACTOR/OFFEROR	15C DATE SIGNED		INTED STATES OF AMERICA HULLOWKE NEL MYMI	(La) (	G DATE SIGNED
(Signature of person authorized to sign)			(Signature of Contracting Officer)	STANDARD FORM	and the same

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 53 243 

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		PAGE	JF.
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000002	2	2

AL RAZAO COMPUTING SERVICES

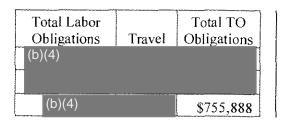
TEM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
A)	(D)	(0)	(1)	(12)	\ <del>+ J</del>
	LIST OF CHANGES:				
	Reason for Modification : Funding Only Action Obligated Amount for this Modification: \$74,082.00				
	New Total Obligated Amount for this Award:				
	\$755,888.00				
	Incremental Funded Amount changed: from				
	\$681,806.00 to \$755,888.00				
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200399781				
	Account code:				
	62SF01/6100.2520/62/FC000000/604746.07.03.11.08.0/				
	2/000/2520/62/EXPX22011D/234A/1/2 Cost Center 62SF01				
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$74,082.00				
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#### TASK ORDER NNM11AA40T

#### **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$849,429



#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through September 30, 2011.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

# 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

# 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order **50** is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
		09/02/11	
		09/16/11	
	PRIORIE AND ADDRESS OF THE PRIORIES AND ADDRESS OF THE PRI	09/30/11	

Total Billing \$84	19,429.00
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# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

# 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

# 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

# 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of <u>\$755,888</u> is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **September 30, 2011.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the

Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT	1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
		4200391178	5. PROJECT NO. (II applicable)
000003 6. ISSUED BY CODE	See Block 16C MSFC	7. ADMINISTERED BY (tf other than Item 6)	CDDE MSFC
NASA/Marshall Space Flight ( Office of Procurement Teresa Mueller, ARCS teresa.a.mueller@nasa.gov Marshall Space Flight Center	Center	NASA/Marshall Space Flig Audrey R. McMillan Contracting Officer 256-961-1339 Marshall Space Flight Ce	yht Center
3. NAME AND ADDRESS OF CONTRACTOR (No., street	county, State and ZIP Code)	(x) 9A. AMENDMENT OF SOLICITATION NO.	
AL RAZAO COMPUTING SERVICES	•		
5001 SAVOY DR STE 505 HOUSTON TX 77036-3365		9B. DATED (SEE ITEM 11)	
		x 10A MODIFICATION OF CONTRACT/ORDE NNM11AA30C NNM11AA40T	ER ND.
CODE 035U7	FACILITY CODE	10B. DATED (SEE (TEM 13) 05/01/2011	
	11. THIS ITEM ONLY APPLIES	S TO AMENDMENTS OF SOLICITATIONS	
THE PLACE DESIGNATED FOR THE RECEIPT OF (	OFFERS PRIOR TO THE HOUR A r already submitted, such change r I prior to the opening hour and date	numbers. FAILURE OF YOUR ACKNOWLEDGEMENT IND DATE SPECIFIED MAY RESULT IN REJECTION OF may be made by telegram or letter, provided each telegral especified.  Net Increase:	F YOUR OFFER. If by
See Schedule		Met Infredse:	Y93,341.00
13. THIS ITEM ONLY APPLIES TO M	OUTECATION OF CONTRACTS/O	RDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS	S DESCRIBED IN ITEM 14.
	T/ORDER IS MODIFIED TO REFI IN ITEM 14, PURSUANT TO THE	TO AUTHORITY OF:	
O. THO SOFT LEMENTAL AGREEMEN	TO ENTERED INTO TOROGANT	TO AUTHORITY OF	
D. OTHER (Specify type of modification			
X   NFS 1852.232-77 Limi	tation of Funds (	Fixed Price Contract)	
. tMPORTANT: Contractor X: is not,	is required to sign this docume		<u> </u>
		gs, including solicitation/contract subject matter where fe Orate the following actions:	(asible.)
.Provide incremental funding funding allotted to this tas		f \$93,541; thereby increasing,888 to \$849,429; and	g the total
.Extend the anticipated fund	led through date :	from September 2, 2011 through	gh September 30,
ll terms and conditions of t	his task order re	emain unchanged and in full f	force and effect.
ontinued			
	document referenced in Item 9A o	or 10A, as heretofore changed, remains unchanged and i	
5A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OF	FFICER (Type or print)
69 CONTRACTOR/OFFEROD	1150 5377 81056	Audrey R. McMillan	1400 DATE CONFE
58. CONTRACTOR/OFFEROR	15C. DATE SIGNE	Hudrekerse m.m./	(a) 16¢ DATE SIGNED
(Signature of person authorized to sign)		Signature of Contracting Officers	STANDARD FORM 30 (REV 10-83)
VSN 7540-01-152-8070 Prevíous edition unusable		, , , , , , , , , , , , , , , , , , ,	Prescribed by GSA FAR (48 CFR) 53.243

		PAGE	OF.
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000003	2	2
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NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

EM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
A)		(0)	(5)	(12)	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \
	LIST OF CHANGES:				
	Reason for Modification : Funding Only Action				
	Obligated Amount for this Modification:				
	\$93,541.00				
	New Total Obligated Amount for this Award:				
	\$849,429.00			\	
	Incremental Funded Amount changed:				
	from \$755,888.00 to \$849,429.00				
	Incrementally Funded through Date changed:				
	from 09/02/2011 to 09/30/2011		1 1		
	ACCOUNTING AND APPROPRIATION DATA:				
	PR # 4200391178				
	Account code:		] ]	Ì	
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	520/62/EXCX22011D/761A/1/2				
	Cost Center 62IS40			l	
	GI Account 6100.2520			İ	
	Order FC000000 Amount: \$65,940.00				
	Amount. 903,340.00				
	PR # 4200391178				
	Account code: 62IS01/6100.2520/62/FC000000/986249.02.08/000/2520				
	/62/EXPX22011D/234A/2/3				
	Cost Center 62IS01		1 1	1	
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$27,601.00		li		
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	mentanti n un		100241000			1	3
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE	V. GOVERNORMO	OSWER	EQUISITION/PURCHASE REQ. NO. e Schedule	5. PR	OJECT N	O. (If applicable)
000010	See Bloo	ck 16C	3 3		0000	-	
6. ISSUED BY CODE	MSFC		1.1	ADMINISTERED BY (If other than Item 6)	CODE	MSF	2
NASA/Marshall Space Flight C Office of Procurement Audrey R. McMillan audrey.r.mcmillan@nasa.gov Marshall Space Flight Center		2	Au Cc 25	ASA/Marshall Space Flight adrey R. McMillan ontracting Officer 66-961-1339 arshall Space Flight Center			212
8. NAME AND ADDRESS OF CONTRACTOR (No., street	, county, State and	ZIP Code)	(x)	9A. AMENDMENT OF SOLICITATION NO.			
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365				9B. DATED (SEE ITEM 11)		,	
				10A. MODIFICATION OF CONTRACT/ORDER N NNM11AA30C NNM11AA40T 10B. DATED (SEE ITEM 13)	0.		
CODE 035U7	FACILITY COL	DE		05/01/2011			
03307	11. THIS ITE	M ONLY APPLIES TO A	MEN	DMENTS OF SOLICITATIONS			
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF Ovirtue of this amendment you desire to change an offer to the solicitation and this amendment, and is received	to the solicitation OFFERS PRIOR r already submitt i prior to the ope	n and amendment numbe TO THE HOUR AND DA ted, such change may be ning hour and date speci	ers. ATE : mad ified.	SPECIFIED MAY RESULT IN REJECTION OF YO de by telegram or letter, provided each telegram or	BE REG OUR OF letter r	CEIVED A FFER. If b makes refe	T y
12. ACCOUNTING AND APPROPRIATION DATA (If req See Schedule	uirea)	Net	I	ncrease: \$1	.9,8	57.48	
B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH C. THIS SUPPLEMENTAL AGREEMEN	CT/ORDER IS MI HIN ITEM 14, PU T IS ENTERED	ODIFIED TO REFLECT TO RESUANT TO THE AUTH	THE HOR		in payir		
X FAR 52.243-1 Changes D. OTHER (Specify type of modification		Price (AUG 2	201	.0) Alternate I (APR 1984	)		-
E. IMPORTANT: Contractor is not.	x is required to	o sign this document and	d retu	rn 2 copies to the issuing	office.	KI	
14. DESCRIPTION OF AMENDMENT/MODIFICATION	10.00	A500					100
The purposes of this task  a) Incorporate travel incurred value from (b)(4)	order m	odification a	are	to incorporate the follow	owin		
mount of \$1,915.76; thereby 19,857.48 from \$1,875,248.5	increas	ing the total	l f				
e) Extend the funded through	date fro	om April 13,	20	012 to April 30, 2012.			
Continued	e document rote	renced in Hem CA as 104	90	heratofore channed remains unahanged and in fi-	Il force	and effect	i
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	e document refe	renced in item 9A or 10A	_	neretotore changed, remains unchanged and in tu A. NAME AND TITLE OF CONTRACTING OFFIC			
	PROG	Mar		udrey R. McMillan		,, ,	*
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16	B. UNITED STATES OF AMERICA	-	16	C. DATE SIGNED
(Signature of person authorized to Signs)		3/2/12	-	Hudry Rence msm, //	Ga	)	3-2-12

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 CONTINUATION SHEET REFERENCE NO. OF MENT BEING CONTINUED NNM11AA30C/N 1AA40T/000010 PAGE OF 2 3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	2. The following paragraph(s) has/have been				
	modified. Slip-sheets to the task order are			1	
	provided with sidebars indicating change.				
	Clause 12 Limitation of Funds		1 1	1	
	Entire task order is being provided				
	20.2				
	3. Contractor's Statement of Release			1	
				1	
	In consideration of the modification(s) agreed to herein as complete equitable adjustment for all				
	claims arising out of or attributable to the				
	issuance of the contract change(s) and/or				
	contractor proposal(s) listed below, the				
	contractor hereby releases the Government from			1	
	any and all liability under this contract for				
	further equitable adjustments attributable to				
	such facts or circumstances giving rise to said				
	contract change(s) and/or contractor proposal(s),				
	and for such additional obligations as may be				
	required by this modification.				
	Contract Change Identification: Task Order				
	NNM11AA40T, Modification No. 10 against Contract				
	NNM11AA30C.			1	
	Contractor Proposal Number: ARCS Proposal dated				
	February 6, 2011.				
	4. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				
	Sacratical (1996) delateración emission del 1990				
	A TOTAL OF GUINATE				
	LIST OF CHANGES:			1	
	Reason for Modification : Supplemental Agreement				
	for work within scope		1 1		
	Total Amount for this Modification: (b)(4)				
	New Total Amount for this Award: \$1,895,106.00			1	
	Obligated Amount for this Modification: \$19,857.48			1	
	Incremental Funded Amount changed: from				
	\$1,875,248.52 to \$1,895,106.00 Incrementally Funded through date changed from			1	
	04/13/2012 to 04/30/2012				
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	ACCOUNTING AND APPROPRIATION DATA:				
	PD # 4200425762				
	PR # 4200425763 Account code:				
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2				
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 PAGE OF 3
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NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

TEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT
(A)		(0)	(D)	(E)	(F)
	520/62/EXCX22012D/761A/1/2 Cost Center 62IS40				
	GI Account 6100.2520		1 1		
	Order FC000000				
	Quantity: 0		1 1		
	Amount: (b)(4)			1	
	DD # 4200420262				
	PR # 4200428263 Account code:		1 1		
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	0/2520/62/EXPX22012D/719V/1/2		1 1		
	Cost Center 62SF01		1	1	
	GI Account 6100.2520		1 1		
	Order FC000000		1 1		
	Quantity: 0		1 1		
	Amount: \$21,480.24				
	# 4000405000			1	
	PR # 4200406892 62IS40/6100.2520/FC000000/361065.07.02.01/000/2520				
	/62/EXCX22011D/761A		1 1		
	Account code changed from		1 1		
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2				
	520/62/EXCX22011D/761A/1/43 to		1 1		
	62IS40/6100.2520/FC000000/361065.07.02.01/000/2520		1 1		
	/62/EXCX22011D/761A		1 1	1	
	Amount changed from \$43,508.00 to \$41,592.24		1 1		
	Amount: (\$1,915.76)		1 1		
	Payment Terms:		1 1		
	Net 30 days		1 1		
	FOB: Destination		1 1		
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#### TASK ORDER NNM11AA40T

#### **BUSINESS SUPPORT SERVICES**

RS01/Office of the Chief Financial Officer (CFO) IS01/Office of the Chief Information Officer (CIO)

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$1,895,106

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

# 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2012.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

# 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be

reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

# 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

# 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
1		09/02/11	
		09/16/11	
		09/30/11	

	10/14/11	(b)(4)
	10/28/11	
	11/11/11	
7	11/25/11	
	12/09/11	J
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/30/12	
	Total Billing	\$1,894,374

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

# 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

# 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

(a) Of the total price for effort provided under this Task Order, the sum of \$1,895,106 is available for payment and allotted to this Task Order.

- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **April 30, 2012**.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

# 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

- 3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)
- 3.1.3 Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's, payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)
- 3.1.4 Budget Distribution and Control requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)

- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.6 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)
- **3.1.7** Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

# 3.2 IS01/Office of the Chief Information Officer (CIO)

- 3.2.1 Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

# 3.2.3 RESERVED

- 3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events. (b)(4)
- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are

preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)

- 3.2.6 Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews; reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)
- 3.2.7 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

# 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

AMENDMENT OF SOLICITATION/MODIFIC	CATIC CONTRACT	T	1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	T4 pco	HIGHTIONIDUROUNOS DEO NO	1 3
	V C State V N C State	10,000,000	UISITION/PURCHASE REQ. NO. 432174	5. PROJECT NO. (If applicable)
000011 6. ISSUED BY CODE	05/01/2012 MSFC	12.00	MINISTERED BY (If other than Item 6)	CODE MSFC
NASA/Marshall Space Flight (Office of Procurement Audrey R. McMillan audrey.r.mcmillan@nasa.gov Marshall Space Flight Center	Center	Audi Coni 256	A/Marshall Space Fli cey R. McMillan tracting Officer -961-1339 shall Space Flight C	ght Center
8. NAME AND ADDRESS OF CONTRACTOR (No., stree AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	t, county, State and ZIP Code)	(\(\lambda\)	AMENDMENT OF SOLICITATION NO.  DATED (SEE ITEM 11)	
		NN NN	N. MODIFICATION OF CONTRACT/ORD M111AA30C M11AA40T B. DATED (SEE ITEM 13)	DER NO.
CODE 035U7	FACILITY CODE	0	5/01/2011	
	11. THIS ITEM ONLY AP	PLIES TO AMENDM	ENTS OF SOLICITATIONS	
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an offer to the solicitation and this amendment, and is received 12. ACCOUNTING AND APPROPRIATION DATA (If received See Schedule 13. THIS ITEM ONLY APPLIES TO M	OFFERS PRIOR TO THE HO er already submitted, such cha d prior to the opening hour and quired)	OUR AND DATE SPE ange may be made b d date specified. Net Inc	CIFIED MAY RESULT IN REJECTION y telegram or letter, provided each teleg	OF YOUR OFFER. If by gram or letter makes reference \$703,653.00
A. THIS CHANGE ORDER IS ISSUED FORDER NO. IN ITEM 10A.  B. THE ABOVE NUMBERED CONTRACT Appropriation date, etc.) SET FORTE	CT/ORDER IS MODIFIED TO H IN ITEM 14, PURSUANT TO	REFLECT THE AD THE AUTHORITY	MINISTRATIVE CHANGES (such as cha OF FAR 43.103(b).	
c. THIS SUPPLEMENTAL AGREEMEN  x FAR 52.217-8 OPTION			4 05 50 4000	
X FAR 52.217-8 OPTION  D. OTHER (Specify type of modification		ICES (NOV.		
B. OTHER (Specify type of mountainous)	and admonty)			
E. IMPORTANT: Contractor is not.	x is required to sign this do	ocument and return	2 copies to the	issuing office.
14. DESCRIPTION OF AMENDMENT/MODIFICATION  1. The purposes of this modi	(Organized by UCF section he fication are to	eadings, including s o incorpora	olicitation/contract subject matter where	feasible.) tions:
a) Exercise Contract Option of \$1,806,582; thereby incre		7	175	
o) Provide incremental fundi funding allotted to this tas				sing the total
c) Revise the funded through				
d) Update task order Clause Continued				
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	e document referenced in Iter		etofore changed, remains unchanged an NAME AND TITLE OF CONTRACTING	
HON LENTZ  15B. CONTRACTOR/OFFEROR	PROG UGR	She	rry K Fenn	16C. DATE SIGNED
(Signature of person authorized to sign)			MILED STATES OF AMERICA  (Signature of Contracting Officer)	4/24/15
NICH 7540 04 452 9070	11		(Signature of Contracting Officer)	STANDARD FORM 30 (REV. 10.83)

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 CONTINUATION SHEET REFERENCE NO. OF DCCUMENT BEING CONTINUED NNM11AA30C/t 1AA40T/000011 PAGE OF 2 3

NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	through April 30, 2013.				· · · · · · · · · · · · · · · · · · ·
	2. The following paragraph(s) has/have been			1	
	modified. Slip-sheets to the task order are				
	provided with sidebars indication change.				
	HARRY NEW AND NO AND NAME OF				
	Clause 3 Period of Performance				
	Clause 7 Consideration and Payment Clause 12 Limitation of Funds				
	Entire Task Order is being provided				
				1	
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
	claims arising out of or attributable to the				
	issuance of the contract change(s) and/or				
	contractor proposal(s) listed below, the contractor hereby releases the Government from				
	any and all liability under this contract for				
	further equitable adjustments attributable to			1	
	such facts or circumstances giving rise to said				
	contract change(s) and/or contractor proposal(s),		ъ.		
	and for such additional obligations as may be				
	required by this modification.				
	Contract Change Identification: Task Order				
	NNM11AA40T, Modification No. 11 against Contract				
	NNM11AA30C.		1		
	Contractor Proposal Number: ARCS Proposal dated			İ	
	April 2, 2012.				
	( 5 ( 1 - 1 ) ( 1 - 1 ) ( 1 - 1 )				
	4. Except as provided herein, all terms and conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
	Reason for Modification : Exercise an Option				
	Period Of Performance End Date changed from 30-APR-12 to 30-APR-13				
	New Total Amount for this Version: \$1,806,582.00				
	New Total Amount for this Award: \$3,701,688.00				
	Obligated Amount for this Modification:				
	\$703,653.00				
	Incremental Funded Amount changed: from				
	\$1,895,106.00 to \$2,598,759.00				
	Payment Terms:				
	Continued				

CONTINUATION SHEET REFERENCE NO. OF COMMENT BEING CONTINUED NNM11AA30C/L 1AA40T/000011 PAGE OF 3 3

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	2500000	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Net 30 days FOB: Destination			~	
	Tob. Bestingtion				
202	Ontion 1 /OV 2)				1 000 500
002	Option 1 (CY 2) Incrementally Funded Amount: \$703,653.00				1,806,582.
				Ì	
	Accounting Info: 62RS01/6100.2520/FC000000/736466.01.06.08.01/000/2				
	520/62/CASX12012D/361N Cost Center: 62RS01 GI				
	Account: 6100.2520 Order: FC000000 WBS Element1:				
	736466.01.06.08.01 Item Number: 000 Commitment				
	Item: 2520 Funds Center: 62 Fund: CASX12012D Functional Area: 361N			1	
	Funded: \$310,000.00				
	Accounting Info:				
	62SF02/6100.2520/FC000000/585777.01.10.10.02/000/2 520/62/EXPX22012D/719V Cost Center: 62SF02 GI				
	Account: 6100.2520 Order: FC000000 WBS Element1:				
	585777.01.10.10.02 Item Number: 000 Commitment				
	Item: 2520 Funds Center: 62 Fund: EXPX22012D Functional Area: 719V				
	Funded: \$65,741.00				
	Accounting Info:				
	62IS01/6100.2520/FC000000/736466.07.10.08/000/2520 /62/CASX12012D/361N Cost Center: 62IS01 GI			-	
	Account: 6100.2520 Order: FC000000 WBS Element1:			1	
	736466.07.10.08 Item Number: 000 Commitment Item:				
	2520 Funds Center: 62 Fund: CASX12012D Functional Area: 361N				2
	Funded: \$196,970.00			-	
	Accounting Info: 62IS40/6100.2520/FC000000/361065.07.02.01/000/2520			1	
	/62/EXCX22012D/761A Cost Center: 62IS40 GI				
	Account: 6100.2520 Order: FC000000 WBS Element1:				
	361065.07.02.01 Item Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: EXCX22012D Functional				
	Area: 761A				
	Funded: \$130,942.00				
			П		
				1	
				-	

# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

RS01/Office of the Chief Financial Officer (CFO)
IS01/ Office of the Chief Information Officer (CIO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,701,688

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$2,598,759

# 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

# 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2013**.

# 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

# 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

# 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

# 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Orde (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
20. 500.002	3317	07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	

	09/02/11	(b)(4)
	09/16/11	
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	07/20/12	
	08/03/12	
9.	08/17/12	
- 2	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
2.11/24.5.1	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

	03/01/13	(b)(4)
1	03/15/13	
	03/29/13	
	04/12/13	
	04/30/13	
	Total Billing	\$3,700,956

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

# 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

# 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$2,598,759 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **September 14, 2012**.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

# 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

# 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

# 3.0 BUSINESS SUPPORT

# 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)

# 3.1.3 RESERVED

- 3.1.4 Budget Distribution and Control requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- **3.1.6** Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional

tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

#### 3.1.7 RESERVED

# 3.2 IS01/Office of the Chief Information Officer (CIO)

- **3.2.1** Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area.

# 3.2.3 RESERVED

3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events. (b)(4)

- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.6 Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews; reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)

3.2.7 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of

specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

# 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

# 3.4 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

**3.4.1** Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

# 3.5 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

3.5.1 Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's, payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in

the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT	1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	1 3
000012	STATE OF A STATE OF STATE OF A ST	See Schedule	5. PROJECT NO. (If applicable)
6. ISSUED BY CODE	See Block 16C MSFC	7. ADMINISTERED BY (If other than Item 6)	CODE MSEC
NASA/Marshall Space Flight C Office of Procurement Audrey R. McMillan audrey.r.mcmillan@nasa.gov Marshall Space Flight Center	Center	NASA/Marshall Space Flig Audrey R. McMillan Contracting Officer 256-961-1339 Marshall Space Flight Ce	ght Center
8. NAME AND ADDRESS OF CONTRACTOR (No., street	County State and 7/2 Codes	DA AMENDMENT OF POLICITATION NO	
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	.county, State and ZIP Code)	9A. AMENDMENT OF SOLICITATION NO.  9B. DATED (SEE ITEM 11)  10A. MODIFICATION OF CONTRACT/ORD	IER NO.
		NNM11AA40T	
CODE 035117	FACILITY CODE	10B. DATED (SEE ITEM 13)	
03507		05/01/2011	
The above numbered solicitation is amended as set fo		AMENDMENTS OF SOLICITATIONS	
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offer to the solicitation and this amendment, and is received 12. ACCOUNTING AND APPROPRIATION DATA (If req	to the solicitation and amendment num DFFERS PRIOR TO THE HOUR AND I r already submitted, such change may i prior to the opening hour and date spe	DATE SPECIFIED MAY RESULT IN REJECTION C be made by telegram or letter, provided each telegr ecified.	T TO BE RECEIVED AT DE YOUR OFFER. If by
See Schedule	Ne Ne	t Increase:	\$48,489.00
B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH  C. THIS SUPPLEMENTAL AGREEMENT  X FAR 52.243-1 Changes	T/ORDER IS MODIFIED TO REFLECT IN ITEM 14, PURSUANT TO THE AU FIS ENTERED INTO PURSUANT TO - Fixed Price (AUG	T THE ADMINISTRATIVE CHANGES (such as char ITHORITY OF FAR 43.103(b).  AUTHORITY OF:  2010) Alternate I (APR 19	nges in paying office,
D. OTHER (Specify type of modification a	and authority)		
E. IMPORTANT: Contractor  is not.	$[\underline{x}]$ is required to sign this document ar		
14. DESCRIPTION OF AMENDMENT/MODIFICATION ( L. The purposes of this modif	Organized by UCF section headings, in Fication are to inco	including solicitation/contract subject matter where for corporate the following act	easible.) :ions:
Delete required support by amount of $(b)(4)$ for the per		unde ;	er PWS 3.2.5 in the
Increase required support $(b)(4)$ for the period of		under PWS 3.	2.5 in the amount
c) Incorporate travel incurre	ed in the amount of	(b)(4)	
d) As a result of (a) through continued			
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	document referenced in Item 9A or 10		
RON DENTZ PA	rog MGR	Audrey R. McMillan	rrivek (Type or print)
15B. CONTRACTOR/OFFEROR  (Signature of person authorized (sign)	15C. DATE SIGNED 5/8/12	16B. UM ED STATES OF AMERICA  HULL FULL MY  (figurature of Contracting Officer)	160. DATE SIGNED 5-9-201
NSN 7540-01-152-8070		(Mistrato of Contracting Officer)	STANDARD FORM 30 (REV. 10-83)

NSN 7540-01-152-8070 Previous edition unusable

STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

REFERENCE NO. OF L MENT BEING CONTINUED PAGE OF **CONTINUATION SHEET** NNM11AA30C/NNM11AA40T/000012 2 3

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTIT	YUNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	\$3,701,688 to \$3,752,101;	<u> </u>	1 +		
				:	
	e) Provide incremental funding in the amount of		11		
	\$48,489; thereby increasing the total funding allotted to this task order from \$2,598,759 to		1 1		
	\$2,647,248;				
	, , , , , , , , , , , , , , , , , , , ,	1			
	f) Funded through date remains September 14,	ł			
	2012; and				
	g) Update task order Clause 7, Payment and		$\perp$		
	Consideration, to reflect billing periods through				
	April 30, 2013.		1 1		
				12	
	2. The following paragraph(s) has/have been				
	modified. Slip-sheets to the task order are				
	provided with sidebars indication change.				
	Clause 7 Consideration and Payment				
	Clause 12 Limitation of Funds				
	Entire Task Order is being provided				
	3. Contractor's Statement of Release				
	3. Contractor & Statement of Refease				
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
	claims arising out of or attributable to the				
	issuance of the contract change(s) and/or				
	contractor proposal(s) listed below, the contractor hereby releases the Government from			1	
	any and all liability under this contract for				
	further equitable adjustments attributable to				
	such facts or circumstances giving rise to said		1 1		
	contract change(s) and/or contractor proposal(s),				
	and for such additional obligations as may be				
	required by this modification.				
	Contract Change Identification: Task Order				
	NNM11AA40T, Modification No. 12 against Contract				
	NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated				
	May 3, 2012.				
	4. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				*
	LIST OF CHANGES:				
	Continued				
		1			

 CONTINUATION SHEET
 REFERENCE NO. OF MENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000012
 PAGE OF 3
 3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

Reason for Modification: Supplemental Agrefor work within scope Total Amount for this Modification: (b)(4) New Total Amount for this Award: \$3,752,10 Obligated Amount for this Modification: \$4 Incremental Funded Amount changed: from \$2,598,759.00 to \$2,647,248.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200435670 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.00/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: (b)(4)  PR # 4200434663 Account code: 62IS01/6100.2520/62/FC000000/736466.07.10.00/2520/62/CASX12012D/361N/1/2 Cost Center 62TS01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$24,000.00  PR # 4200434663 Account code: 62IS70/6100.2520/62/FC000000/884160.01.50.00/2520/62/CASX12012D/922A/2/3 Cost Center 62TS70 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$24,000.00  PR # 4200434663 Account code: 62IS70/6100.2520/62/FC000000/884160.01.50.00/2520/62/CASX12012D/922A/2/3 Cost Center 62TS70 GI Account 6100.2520 Order FC000000 Quantity: 0	1.00 8,489.00	(D)	(E)	(F)
for work within scope Total Amount for this Modification: (b)(4) New Total Amount for this Award: \$3,752,10 Obligated Amount for this Modification: \$4: Incremental Funded Amount changed: from \$2,598,759.00 to \$2,647,248.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200435670 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.: 0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: (b)(4)  PR # 4200434663 Account code: 62IS01/6100.2520/62/FC000000/736466.07.10.6 520/62/CASX12012D/361N/1/2 Cost Center 62IS01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$24,000.00  PR # 4200434663 Account code: 62IS70/6100.2520/62/FC000000/884160.01.50.6 0/2520/62/CASX12012D/922A/2/3 Cost Center 62IS70 GI Account 6100.2520 Order FC000000	1.00			
for work within scope Total Amount for this Modification: (b)(4) New Total Amount for this Award: \$3,752,10 Obligated Amount for this Modification: \$4: Incremental Funded Amount changed: from \$2,598,759.00 to \$2,647,248.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200435670 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.00/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: (b)(4)  PR # 4200434663 Account code: 62IS01/6100.2520/62/FC000000/736466.07.10.00/2520/62/CASX12012D/361N/1/2 Cost Center 62IS01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$24,000.00  PR # 4200434663 Account code: 62IS70/6100.2520/62/FC000000/884160.01.50.00/2520/62/CASX12012D/922A/2/3 Cost Center 62IS70 GI Account 6100.2520 Order FC000000 O/2520/62/CASX12012D/922A/2/3 Cost Center 62IS70 GI Account 6100.2520 Order FC000000	1.00			
Total Amount for this Modification: (b)(4) New Total Amount for this Award: \$3,752,10 Obligated Amount for this Modification: \$4: Incremental Funded Amount changed: from \$2,598,759.00 to \$2,647,248.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200435670 Account code: 62SF01/6100.2520/62/FC0000000/585777.01.10.: 0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: (b)(4)  PR # 4200434663 Account code: 62IS01/6100.2520/62/FC000000/736466.07.10.0 520/62/CASX12012D/361N/1/2 Cost Center 62IS01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$24,000.00  PR # 4200434663 Account code: 62IS70/6100.2520/62/FC000000/884160.01.50.0 0/2520/62/CASX12012D/922A/2/3 Cost Center 62IS70 GI Account 6100.2520 Order FC000000	8,489.00			
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# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

RS01/Office of the Chief Financial Officer (CFO)
IS01/ Office of the Chief Information Officer (CIO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,752,101

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)	\$2,647,248	

# 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

# 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2013**.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

#### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
	15 15 15 15 15 15 15 15 15 15 15 15 15 1	07/08/11	V 100
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		08/19/11	

09/02/11	(b)(4)
09/16/11	
09/30/11	
10/14/11	
10/28/11	
11/11/11	
11/25/11	
12/09/11	
12/23/11	
01/06/12	
01/20/12	
02/03/12	
02/17/12	
03/02/12	
03/16/12	
03/30/12	
04/13/12	
04/27/12	
05/11/12	
05/25/12	
06/08/12	
06/22/12	
07/06/12	
07/20/12	
08/03/12	
08/17/12	
08/31/12	
09/14/12	
09/28/12	
10/12/12	
10/26/12	
11/09/12	
11/23/12	
12/07/12	
12/21/12	
01/04/13	
01/18/13	
02/01/13	
02/15/13	

03/01/13 (b)(4)
 03/15/13
03/29/13
 04/12/13
04/30/13
Total Billing \$3,750,880

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$2,647,248 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **September 14, 2012.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

### 3.1 RS01/Office of the Chief Financial Officer (CFO)

The task order requires support which includes, but is not limited to, fiscal control, general ledger, cost analysis, business systems and support, and budget analysis. Provide monthly cost accruals, review NASA Form 533 financial reports for accuracy and timeliness, provide account reconciliations, participate in annual Form 1501 reviews, support the general ledger, process financial system transactions, provide cost reports to NASA Headquarters, complete monthly and yearly closing processes, update and document financial systems, support on-line travel or other systems implementations, provide travel and other system training, coordinate programming changes and prepare, analyze and distribute financial reports.

3.1.1 Business Systems and Support requires support to maintain and control system data base and configuration; develop/configure/reconfigure processes for the Travel Manager system; develop system processes and training for MSFC. Provide maintenance support and ensure updates of CFO travel website, and developing daily operational processes/communications for MSFC. Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree in an area of specialty and 4-6 years of experience or an equivalent combination of education and experience in the field or in a related area. (b)(4)

3.1.2 Resource/accounting support to assist in verifying and processing invoice and voucher payments, resolving discrepancies, processing Cooperative Agreements, Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) contract payments, processing monthly cost accruals, reconciling monthly accounting entries to the General Ledger, and supporting audits and special projects. Task includes, but is not limited to, provide temporary assistance to other branches of the Accounting Office, such as Funds Control. Requires experience with travel processing and federal regulations and policies, desired education is a bachelor's degree and 2-4 years of experience, or an equivalent combination of education and experience in the field or a related area. (b)(4)

#### 3.1.3 RESERVED

- 3.1.4 Budget Distribution and Control requires understanding of government financial accounting and will work with SAP and Business Warehouse (BW). Assist in Purchase Requisition Support for multiple Business Offices, Procurement, Budget, and Accounting Operations Office including initiation and closing as well as required Service Request (SR) correction activities is required. Conduct the final review and funds certification for MSFC PRs on a rotational basis and assists in providing formal and informal training classes to MSFC employees on PR initiation and approval tasks. Provide guidance to MSFC personnel on PR preparation via telephone, email, or personto-person. Prepare and distribute multiple PR metric reports, executes and analyzes weekly Johnson Space Center (JSC) Error Tracking Reports to identify PR errors and track until resolved by responsible initiators. Execute and analyze year-end reports to ensure required tasks are completed and provide testing support to Integrated Enterprise Management Program (IEMP) for new releases. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a B.S. degree in Accounting and/or equivalent experience in accounting or financial management and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.5 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Additional tasks include, but are not limited to, creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, provide requested information for audits, and completion of the monthly CMP Management Matrix, and property accounting. An understanding of government financial accounting and experience with SAP and Business Warehouse or similar ERP is beneficial. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area is desired. (b)(4)
- 3.1.6 Perform monthly, quarterly, and annual reconciliation of US Standard General Ledger (USSGL) accounts. Provide analyses of these reconciliations to provide management with pertinent information to manage Center operations. Serve as a Subject Matter Expert (SME) for multiple USSGL and financial reporting activities. Additional

tasks may include (but are not limited to) creation and analysis of Center monthly financial statements, completion of various Continuous Monitoring Program (CMP) activities, correction of identified errors, administration of Journal Voucher (JV) log, assist in coordination of and provide requested information for audits, and completion of the monthly CMP Management Matrix. An understanding of government financial accounting and experience with SAP and Business Warehouse is required. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

#### 3.1.7 RESERVED

## 3.2 IS01/Office of the Chief Information Officer (CIO)

- **3.2.1** Provide financial/budget analysis and integration as required. Task includes preparation and analysis of budget and financial data; analysis and entry of financial data into automated systems; preparation of business resources and financial reports, and performing various business related services. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.2 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Task includes, but is not limited to, resources support to a governmental data center supporting both local and Agency workloads in a multi-contractor environment, provide independent status reports and assessments, track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones). An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

#### 3.2.3 RESERVED

3.2.4 Support is required by CIO to develop, write and edit materials for creation and maintenance of the MSFC/NASA IT Security Standard Operating Procedures. In addition, this position is required to draft and prepare security incident documentation, as well as, prepare precise agendas and draft, edit and maintain minutes in support of the MSFC Information Systems Change Board Secretariat. Requires access to sensitive financial and IT data of other contractors. Position will also be required to Track and coordinate IT Security Actions including budget related requests and preparation, coordination of IT Security training programs. Required to track and coordinate the System Administrator Certification Program, as well as the coordination and facilitation of IT Security events. (b)(4)

- 3.2.5 Perform assessments of Exploration Systems Mission Directorate's Integrated Collaborative Environment (ICE) programs/projects and identify critical areas of concern for the purpose of defining potential technical and financial problems. Cost analysis and performance assessment will be required on multiple project elements. Responsible for tracking all funding aspects of the program including, but not limited to, tracking funding received at MSFC from NASA Headquarters. Responsible for developing, executing, and monitoring budgets, long-range operating plans, phasing plans, and other resource planning activities. Proficiency with MS Office applications with an advanced knowledge of Excel is required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. (b)(4)
- 3.2.6 Provide financial/budget analysis and integration for MSFC and all NASA Centers for the NASA Integrated Communications Services (NICS) contract. Requires analyzing resource requirements and recommends proper distribution of resources to project management, preparing project budget plans; reviewing financial management reports including contractors reports; preparing data for project financial reviews; reviewing and analyzing financial data for content and consistency with federal regulations; identifying and analyzing critical findings on major problems/anomalies and recommending options; maintaining active financial reports of project accounts and upto-date status of funding in terms of authorized, commitment, obligation and cost. Requires the tracking of planned versus actual costs, verifying current cost forecasts, analyzing financial reports, ensuring adequate funds on contracts, creating Procurement Requests, mapping of all funds to the appropriate work packages, coordinating the process of the NF 533 cost data with all Centers through Excel spreadsheets, entering cost adjustments into the Contractor Cost Report (CCR) System in SAP, and working with the OCFO Accounting Operations to post cost each month, performing and monitoring monthly analysis on funding status for contract and Centers, and processing other financial data as required. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of Excel is required. A bachelor's degree is preferred and 6-8 years of experience in the field or in a related area. (b)(4)
- 3.2.7 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of

specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

#### 3.3 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

# 3.4 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.4.1 Provide analyses of the effectiveness and efficiency of operations and provide management with pertinent information to manage and control program resources and schedules within constraints. Effectively analyze cost data including the identification of trends and forecasting budget elements needing management attention. Communicate with Level II & Level III offices including budget coordination with different NASA organizations and levels within the agency. Additional tasks include, but are not limited to, resources support to a multi-contractor environment requiring tracking all aspects of contractually related resources management; provide independent status reports and assessments; track and analyze program budgets, funding, costs, schedule and contract status and predict anticipated progress at selected points in time (such as at fiscal year or major milestones); cost analysis and performance assessment on multiple project cost elements including Labor, Travel, and Procurements. An understanding of government financial processes and experience with an integrated financial management system are preferred. Proficiency with MS Office applications with an advanced knowledge of SAP, BW and Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in the field or in a related area. (b)(4)

# 3.5 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

3.5.1 Support is required to perform accounting functions in support of the Michoud Assembly Facility. Analyze accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits, creating and maintaining internal accounting sheets to track and status the MAF budget, reviewing operating budgets periodically to analyze trends affecting budget requirements, initiating and obtaining approval for Funding Requests; Issuing Purchase Requests to obtain services, coordinating between NASA and tenants/users concerning reimbursements, MIPR's, payments, and SAP inputs, supporting development of MAF Integration and Operations Office PPBE after receiving inputs from MSFOC and other NASA contractors, tenants, users, and civil servants, validating the accuracy of contractors' actuals, 533 billings, variances against budgets, and inputs into SAP, preparing and presenting information to all levels of MSFC/MAF management concerning budgets, contractor inputs and user/tenant data. Proficiency with MS Office applications with an advanced knowledge of Excel is required. Desired education is a bachelor's degree and 6-8 years of experience in

the field or in a related area, familiarity with MAF existing contracts, tenant support, and user/tenant agreements, and the ability to accomplish a variety of complex tasks. (b)(4)

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		CONTRACT ID CODE		PAGE OF	PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	14 000	UISITION/PURCHASE REQ. NO.	16.00	1	3
		Water Street	436568	5. PR	OJECT NO.	(If applicable)
000013 6. ISSUED BY CODE	See Block 16C	1	MINISTERED BY (If other than Item 6)	CODE	Lana	950
NASA/Marshall Space Flight ( Office of Procurement Audrey R. McMillan audrey.r.mcmillan@nasa.gov Marshall Space Flight Center	NASA/Marshall Space Flight Center Audrey R. McMillan Contracting Officer 256-961-1339 Marshall Space Flight Center AL 35812					
8. NAME AND ADDRESS OF CONTRACTOR (No., stree	t, county, State and ZIP Code)	(v) 9A.	AMENDMENT OF SOLICITATION NO.			
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		x 10/NN	DATED (SEE ITEM 11)  A. MODIFICATION OF CONTRACT/ORDER IM111AA30C	ER NO.	1 - 1 - 5 Mill (1-14)	
		1 (2000)	IM11AA40T B. DATED (SEE ITEM 13)		70	
CODE 035U7	FACILITY CODE	0	5/01/2011			
	11. THIS ITEM ONLY APPLIES TO	AMENDN	IENTS OF SOLICITATIONS			A-X
Offers must acknowledge receipt of this amendment tems 8 and 15, and returning coseparate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an offe to the solicitation and this amendment, and is receive	pies of the amendment; (b) By acknowle to the solicitation and amendment numl OFFERS PRIOR TO THE HOUR AND D or already submitted, such change may b	edging red bers. FAI DATE SPE be made b	eipt of this amendment on each copy of th ILURE OF YOUR ACKNOWLEDGEMENT ECIFIED MAY RESULT IN REJECTION O	TO BE RE	nitted; or (c) CEIVED AT FER. If by	Ву
12. ACCOUNTING AND APPROPRIATION DATA (If rec	quired) Net	t Inc	rease:	\$4,85	2.00	A
See Schedule	ODIEICATION OF CONTRACTS/ODDE	DO IT M	DDIFIES THE CONTRACT/ORDER NO. AS	PECONO	ED IN ITEM	
B. THE ABOVE NUMBERED CONTRA appropriation date, etc.) SET FORTI	CT/ORDER IS MODIFIED TO REFLECT HIN ITEM 14, PURSUANT TO THE AUT T IS ENTERED INTO PURSUANT TO A	THE AD THORITY	MINISTRATIVE CHANGES (such as chan OF FAR 43.103(b).  TYOF:  Alternate I (APR 19	nges in payir		
X FAR 52.243-1 Changes  D. OTHER (Specify type of modification	SECRETARIAN PROPERTY AND PROPERTY AND PROPERTY OF THE PROPERTY	2010	Atternate 1 (AFK 19	04)	W XX	
E. IMPORTANT: Contractor  is not.	[x] is required to sign this document an	nd return	2 copies to the is:	suing office.	-1X-*** E	
14. DESCRIPTION OF AMENDMENT/MODIFICATION L. The purposes of this modi						
Decrease support by $(b)(4)$ of $(b)(4)$ for the period of	f (b)(4)	I	position under PWS 3.	2.1 in	the a	amount
in the amount of $(b)(4)$ for the marked RESERVED as of $(b)(4)$	e period of (b)(4)		position un	10,000		1 in vill be
Provide credit for $(b)(4)$ mount of $(b)(4)$ for the percentinued	riod of (b)(4)	pos	sition under PWS sect	ion 3.	4.2 in	n the
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)		16A. I	NAME AND TITLE OF CONTRACTING O			The second secon
hangston Hunter I	Deputy ProgramMgr		rey R. McMillan INSTATES OF AMERICA  Udy Longl McM	Allan	)  16C	5-18-2018
(Sonature of person authorized to sign) NSN 7540-01-152-8070	13/10/0013		( Signature of Contracting Officer)	STANDAR	RD FORM 3	0 (REV. 10-83)

Prescribed by GSA FAR (48 CFR) 53.243

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000013
 PAGE OF 2
 0F

NAME OF OFFEROR OR CONTRACTOR
AL RAZAO COMPUTING SERVICES

EM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
(22)	(S)	10/	(5)	(0)	(1)
	d) Incorporate travel incurred in the amount of (b)(4)				
	e) As a result of (a) through (d), the task order value is decreased by \$97,298; from \$3,752,101 to \$3,654,803;				
	f) Provide incremental funding in the amount of \$4,852; thereby increasing the total funding allotted to this task order from \$2,647,248 to \$2,652,100;				
	g) Funded through date is September 28, 2012; and				
	h) Update task order Clause 7, Payment and Consideration, to reflect billing periods through April 30, 2013.				
	2. The following paragraph(s) has/have been modified. Slip-sheets to the task order are provided with sidebars indication change.			-	
	Clause 7 Consideration and Payment Clause 12 Limitation of Funds Entire Task Order is being provided			1	
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the contract change(s) and/or contractor proposal(s) listed below, the contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s), and for such additional obligations as may be required by this modification.				,
	Contract Change Identification: Task Order NNM11AA40T, Modification No. 13 against Contract NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated May 18, 2012.	-			
	4. Except as provided herein, all terms and Continued			80	

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000013
 PAGE OF 3
 OF 3

NAME OF OFFEROR OR CONTRACTOR

(B)	(C)	(D)	(E)	(F)
			,-,	( 1 )
conditions of this task order remain unchanged				
and in full force and effect.			1	
LIST OF CHANGES:			1	
Reason for Modification : Supplemental Agreement			1	
			1	
,, , , , , , , , , ,				
ACCOUNTING AND APPROPRIATION DATA:			a	
PR # 4200436568				
AND ALL OF THE PROPERTY OF A STANDARD CONTRACTOR OF THE PROPERTY OF A STANDARD CONTRACTOR OF THE PROPERTY OF T				
Quantity: 0				
Amount: \$318.00				
DD # 4000426560				
Cost Center 62SF01				
GI Account 6100.2520				
Order FC000000				
Amount: \$4,534.00	9			
Payment Terms:				
Net 30 days				
FOB: Destination				
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			1	
			1	
	- 1	- 1	- 1	
	for work within scope Total Amount for this Modification: -\$97,298.00 New Total Amount for this Award: \$3,654,803.00 Obligated Amount for this Modification: \$4,852.00 Incremental Funded Amount changed: from \$2,647,248.00 to \$2,652,100.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200436568 Account code: 62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2 520/62/EXCX22012D/761A/2/3 Cost Center 62IS40 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$318.00  PR # 4200436568 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.10.02/00 0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$4,534.00  Payment Terms: Net 30 days	Reason for Modification: Supplemental Agreement for work within scope Total Amount for this Modification: -\$97,298.00 New Total Amount for this Award: \$3,654,803.00 Obligated Amount for this Modification: \$4,852.00 Incremental Funded Amount changed: from \$2,647,248.00 to \$2,652,100.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200436568 Account code: 62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2 520/62/EXCX22012D/761A/2/3 Cost Center 62IS40 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$318.00  PR # 4200436568 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.10.02/00 0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$4,534.00  Payment Terms: Net 30 days	Reason for Modification: Supplemental Agreement for work within scope Total Amount for this Modification: -\$97,298.00 New Total Amount for this Award: \$3,654,803.00 Obligated Amount for this Modification: \$4,852.00 Incremental Funded Amount changed: from \$2,647,248.00 to \$2,652,100.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200436568 Account code: 62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2 520/62/EXCX22012D/761A/2/3 Cost Center 62IS40 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$318.00  PR # 4200436568 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.10.02/00 0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$4,534.00  Payment Terms: Net 30 days	Reason for Modification: Supplemental Agreement for work within scope Total Amount for this Modification: -\$97,298.00 New Total Amount for this Award: \$3,654,803.00 Obligated Amount for this Modification: \$4,852.00 Incremental Funded Amount changed: from \$2,647,248.00 to \$2,652,100.00  ACCOUNTING AND APPROPRIATION DATA:  PR # 4200436568 Account code: 62TS40/6100.2520/62/FC000000/361065.07.02.01/000/2 520/62/EXCX22012D/761A/2/3 Cost Center 62TS40 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$318.00  PR # 4200436568 Account code: 62SF01/6100.2520/62/FC000000/585777.01.10.10.02/00 0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01 GI Account 6100.2520 Order FC000000 Quantity: 0 Amount: \$4,534.00  Payment Terms: Net 30 days

#### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/ Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

unada	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,654,803

Total Labor Obligations (b)(4)	Travel	Total TO Obligations
(b)(4)		\$2,652,100

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2013**.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

#### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
A 3. AMERICAN		07/22/11	
		08/05/11	
		08/19/11	

	09/02/11	(b)(4)
	09/16/11	
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
	07/20/12	
	08/03/12	
	08/17/12	
2	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

	03/01/13	(b)(4)
	03/15/13	
	03/29/13	
	04/12/13	
	04/30/13	
3	Total Billing	\$3,652,214

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$2,652,100 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **September 28, 2012.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

### 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

- 3.1.3 Develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures. Receives assignment from supervisor. Observes operational and developmental activities to document operating procedures and details. Interviews operational personnel and reads journals, reports, and other material to become familiar with changing technologies and operational methods. Organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology. Reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. May maintain records and files of work and revisions. May select photographs, drawings, sketches, diagrams, and charts to illustrate material. May assist in laying out material for publication. May arrange for typing, duplication and distribution of material. May write speeches, articles, and public or employee relations releases. May edit, standardize, or make changes to material prepared by other writers or plant personnel. May specialize in writing material regarding work methods and procedures. (b)(4)
- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

## 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- **3.2.2** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a

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3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

# 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)

Note: This is for the period of May 9, 2012 through July, 17, 2012. The PWS will be marked RESERVED as of July 18, 2010.

3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

AMENDME	ENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES
2 AMENIDME	NT/MODIFICATION NO.	3. EFFECTIVE DATE	IA DI	EQUISITION/PURCHASE REQ. NO.	Is DD	1 3 OJECT NO. (If applicable)
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Continue Except as prov		e document referenced in Item 9A or 10	) <u>A</u> , as h	eretofore changed, remains unchanged and in fu	ll force	and effect.
	ND TITLE OF SIGNER (Type or print)	, document referenced in item 9A OF IC		. NAME AND TITLE OF CONTRACTING OFFICE		
Rol	OTOR/OFFEROR 7	PROG MGR	Sh	erry K Fenn . UNITED STATES OF AMERICA		16C. DATE SIGNED
	(Signature of person authorized to sign)	7/24/12		Men K. Jen. (Signature of Contracting Officer)		- 7/25-//2 RD FORM 30 (REV. 10-83)

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 
 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000014
 PAGE OF 2
 3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

(B)  As a result of (a) through (c), the task order alue is increased by \$4,912; from \$3,654,803 to 3,659,715;	(C)	(D)	(E)	(F)
alue is increased by \$4,912; from \$3,654,803 to				
Provide incremental funding in the amount of 215,070, and de-obligate funding in the amount 364,510); thereby increasing the total funding 10tted to this task order from \$2,652,100 to 2,802,660. The revised fund through date is 300,2012.				
The following paragraph(s) has/have been odified. Slip-sheets to the contract are covided with sidebars indication change.				
ause 7 Consideration and Payment ause 12 Limitation of Funds				
Contractor's Statement of Release				
consideration of the modification(s) agreed to erein as complete equitable adjustment for all aims arising out of or attributable to the suance of the contract change(s) and/or entractor proposal(s) listed below, the	i gr			
intractor hereby releases the Government from ay and all liability under this contract for arther equitable adjustments attributable to ach facts or circumstances giving rise to said entract change(s) and/or contractor proposal(s), and for such additional obligations as may be equired by this modification.	-			
ntract Change Identification: Task Order M11AA40T, Modification No. 14 against Contract M11AA30C.				
ntractor Proposal Number: ARCS Proposal dated ly 12, 2012.			*	
Except as provided herein, all terms and nditions of this task order remain unchanged d in full force and effect. ST OF CHANGES:				
ligated Amount for this Modification: 50,560.00 w Total Obligated Amount for this Award:			*	
rrent Task Order Value for this Award: ntinued				
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PAGE 3 OF 3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

TEM NO.	SUPPLIES/SERVICES (R)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
(A)	(B) \$3,659,715.00	(0)	(D)	(E)	( f )
	PR 4200443045			·	П
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2				
	520/62/CASX12012D/361N/1/2				
	Cost Center 62IS01				
3	GI Account 6100.2520				
	Order FC000000				
	Amount: \$102,000.00				
	NEW ACCOUNTING CODE ADDED.				
	NEW ACCOUNTING CODE ADDED:				
	Account code: 62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2				
	520/62/EXCX22012D/761A/2/3				
	Cost Center 62IS40				
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$45,367.00	w.			
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	PR 4200439258				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				٥
	62SF02/6100.2520/62/FC000000/585777.01.10.10.02/00				
	0/2520/62/EXPX22012D/719V/1/2				
	Cost Center 62SF02				
	GI Account 6100.2520				
	Order FC000000			£	
	Amount: \$67,703.00				
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### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/ Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,659,715

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$2,802,660

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2013.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

#### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	-
		06/10/11	-
		06/24/11	
		07/08/11	
	, , , , , , , , , , , , , , , , , , , ,	07/22/11	
	. , ,	08/05/11	
		08/19/11	

09/02/11	(b)(4)
09/16/11	
09/30/11	-
10/14/11	
10/28/11	
11/11/11	•
11/25/11	
12/09/11	
12/23/11	
01/06/12	
01/20/12	
02/03/12	
02/17/12	
03/02/12	
03/16/12	
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09/14/12	
09/28/12	
10/12/12	
10/26/12	
11/09/12	
11/23/12	
12/07/12	
12/21/12	
01/04/13	
01/18/13	
02/01/13	
02/15/13	

03/01/13	(b)(4)
03/15/13	
03/29/13	
04/12/13	
04/30/13	,
Total Billing	\$3,655,407

8.

### SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$2,802,660 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 26, 2012</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

#### 3.1 IS01/Office of the Chief Information Officer (CIO)

- **3.1.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- **3.1.2** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

- **3.1.3** Develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures. Receives assignment from supervisor. Observes operational and developmental activities to document operating procedures and details. Interviews operational personnel and reads journals, reports, and other material to become familiar with changing technologies and operational methods. Organizes material and completes writing assignment according to set standards regarding order. clarity, conciseness, style, and terminology. Reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. May maintain records and files of work and revisions. May select photographs, drawings, sketches, diagrams, and charts to illustrate material. May assist in laying out material for publication. May arrange for typing, duplication and distribution of material. May write speeches, articles, and public or employee relations releases. May edit, standardize, or make changes to material prepared by other writers or plant personnel. May specialize in writing material regarding work methods and procedures. (b)(4)
- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

## 3.2 RS01/Office of the Chief Financial Officer (CFO)

- **3.2.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- **3.2.2** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a

bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

# 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

**3.4.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)

Note: This is for the period of July 18, 2012 through August 17, 2012. The PWS will be marked RESERVED as of August 18, 2012.

3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

AMENDMENT OF SOLICITATION/M	ODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE	Ĭ	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE	4.	REQUISITION/PURCHASE REQ. NO.	5. PR	1 3 OJECT NO. (If applicable)
000015		See Block 16C	Se	ee Schedule	1	
6. ISSUED BY	CODE	MSFC	7.	ADMINISTERED BY (If other than Item 6)	CODE	MSFC
NASA/Marshall Space Flic Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Co	ght C	enter	R C 2	ASA/Marshall Space Flight ita R. James ontract Specialist 56-961-0037 arshall Space Flight Cent		ter
8. NAME AND ADDRESS OF CONTRACTOR	No., street,	county, State and ZIP Code)	(x)	9A. AMENDMENT OF SOLICITATION NO.		
AL RAZAQ COMPUTING SERVI 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	CES		x	9B. DATED (SEE ITEM 11)  10A. MODIFICATION OF CONTRACT/ORDER NNM1 1AA30C  NNM1 1AA40T  10B. DATED (SEE ITEM 13)	NO.	
CODE 035U7		FACILITY CODE	1	05/01/2011		
		11. THIS ITEM ONLY APPLIES TO A	MEI	,		<del></del>
THE PLACE DESIGNATED FOR THE RECE virtue of this amendment you desire to chang to the solicitation and this amendment, and is  12. ACCOUNTING AND APPROPRIATION DAT See Schedule	eference in IPT OF O e an offer received	to the solicitation and amendment numb FFERS PRIOR TO THE HOUR AND D already submitted, such change may b prior to the opening hour and date spec iired)  Net	oers. ATE e ma ified:		BE RECOUR OF letter m	DEIVED AT FER. If by nakes reference
B. THE ABOVE NUMBERED C. appropriation date, etc.) SET	ONTRACT FORTH	FORDER IS MODIFIED TO REFLECT IN ITEM 14, PURSUANT TO THE AUT	THE	ANGES SET FORTH IN ITEM 14 ARE MADE IN T  ADMINISTRATIVE CHANGES (such as changes ITY OF FAR 43.103(b).		
	nges			ORITY OF: 10) Alternate I (APR 1984	)	
E. IMPORTANT: Contractor	s not,	[x] is required to sign this document and	d retu	ım 2 copies to the issuing	g office.	
	modif se in	ication are to:				er PWS 3.6.1
	task	order from \$2,802,		5,745; thereby increasing to \$2,948,405. The rev		
Continued	ons of the		., <b>a</b> s	ed. Slip-sheets to the con heretofore changed, remains unchanged and in fu A. NAME AND TITLE OF CONTRACTING OFFICE	II force a	nd effect.
RON LENTZ 15B. CONTRAOTOR/OFFEROR	1	Peog Mar 15C. DATE SIGNED	Sl	nerry K Fenn B. UNITED STATES OF AMERICA		16C. DATE SIGNED
NSN 7540-01-152-8070 Previous edition unusable		8/20/12	, AC	Pre	escribed	S/20/JU/2 D FORM 30 (REV. 10-83) by GSA -R) 53.243

CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED PAGE OF NNM11AA30C/NNM11AA40T/000015 2 3

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	provided with sidebars indication change.				
	Clause 7 Consideration and Payment				
	Clause 12 Limitation of Funds				
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
	claims arising out of or attributable to the		l		
	issuance of the contract change(s) and/or	l		1	
	contractor proposal(s) listed below, the contractor hereby releases the Government from	ł I			
94	any and all liability under this contract for				
	further equitable adjustments attributable to	[			
	such facts or circumstances giving rise to said				
	contract change(s) and/or contractor proposal(s), and for such additional obligations as may be				
	required by this modification.				
	Contract Change Identification, Wash Order			i	
	Contract Change Identification: Task Order NNM11AA40T, Modification No. 15 against Contract				
	NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated				
	August 3, 2012.	İ			
			-		
	4. Except as provided herein, all terms and conditions of this task order remain unchanged			j	
	and in full force and effect.				
	LIST OF CHANGES:	·			
	Obligated Amount for this Modification:				
İ	\$145,745.00				
1	New Total Obligated Amount for this Award: \$2,948,405.00		İ		
ı	Current Task Order Value for this Award:				
ľ	\$3,721,722.00			İ	
ı	PR 4200448111			1	
	NEW ACCOUNTING CODE ADDED:	-		1	
	Account code:				
- 1	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00 0/2520/62/CASX12012D/361N/1/2				
1	U/252U/62/CASKI2UI2U/36IN/1/2 Cost Center 62RS01	ŀ			
	GI Account 6100.2520	1			
- 1	Order FC000000				
- 1	Amount: \$65,000.00				
-	NEW ACCOUNTING CODE ADDED:				
- 1	Continued				
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CONTRACTOR OFFEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE (	OF
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000015	3	3

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

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(A)	(B)	(C)	(D)	(E)	(F)
	Account code:				
	62CS01/6100.2520/62/FC000000/736466.01.06.08.02/00		1 1		
	0/2520/62/CASX12012D/361N/2/3				
	Cost Center 62CS01		1 1		
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$6,500.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62CS01/6100.2520/62/FC000000/736466.01.08.08.04/00	8			
	0/2520/62/CASX12012D/361N/3/4		1 1		
	Cost Center 62CS01				
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$8,500.00				
	PR 4200447149				
	NEW ACCOUNTING CODE ADDED:			1	
	Account code:				
i	62SF01/6100.2520/62/FC000000/585777.01.10.10.02/00				
	0/2520/62/EXPX22012D/719V/1/2		- 1		
	Cost Center 62SF01				
	GI Account 6100.2520		i i		
	Order FC000000				
	Amount: \$65,745.00		- 1		
	Payment Terms:			Į.	
	Net 30 days				
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# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,721,722

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$2,948,405

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2013.

### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

	•		
Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	7
		08/05/11	
		08/19/11	<del> </del>

	1	(b)(4)
	09/02/11	(b)(4)
	09/16/11	_
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/27/12	1
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
	07/20/12	-
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	
L		

03/01/13	(b)(4)
03/15/13	
03/29/13	
04/12/13	
04/30/13	
 Total Billing	\$3,717,414

8.

# SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$2,948,405 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **November 23, 2012**.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

### 3.0 BUSINESS SUPPORT

# 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)
- 3.1.3 Develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications

concerned with work methods and procedures. Receives assignment from supervisor. Observes operational and developmental activities to document operating procedures and details. Interviews operational personnel and reads journals, reports, and other material to become familiar with changing technologies and operational methods. Organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology. Reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. May maintain records and files of work and revisions. May select photographs, drawings, sketches, diagrams, and charts to illustrate material. May assist in laying out material for publication. May arrange for typing, duplication and distribution of material. May write speeches, articles, and public or employee relations releases. May edit, standardize, or make changes to material prepared by other writers or plant personnel. May specialize in writing material regarding work methods and procedures. (b)(4)

3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

# 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

# 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)

**Note:** This is for the period of July 18, 2012, through August 17, 2012. The section of the PWS will be marked "RESERVED" as of August 18, 2012.

3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

# 3.6 CS01/Office of Strategic Analysis and Communications

3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	F PAGES			
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B. NAME AN	D ADDRESS OF CONTRACTOR (No., street	county, State and ZIP Code)	(x) <sup>{</sup>	PA. AMENDMENT OF SOLICITATION NO.			
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CHECK ONE	A. THIS CHANGE ORDER IS ISSUED P ORDER NO. IN ITEM 10A.	URSUANT TO: (Specify authority) THE	CHAN	NGES SET FORTH IN ITEM 14 ARE MADE IN TI	HE COI	NTRACT	
	B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH	T/ORDER IS MODIFIED TO REFLECT IN ITEM 14, PURSUANT TO THE AUTI	THE A	DMINISTRATIVE CHANGES (such as changes of YOF FAR 43.103(b).	in payin	ng office,	
Х	C. THIS SUPPLEMENTAL AGREEMENT FAR 52.243-1 Changes D. OTHER (Specify type of modification of	- Fixed Price (AUG 2		RITY OF: 0) Alternate I (APR 1984)	)		
E. IMPORTAN	NT: Contractor  is not,	[x] is required to sign this document and	neturi	n 2 copies to the issuing	office		
14. DESCRIP		Organized by UCF section headings, inc		solicitation/contract subject matter where feasib			<del> </del>
	ease $(b)(4)$ of suppose of the amount of $($		i oi		siti	on un	der PWS
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c) Decr		oport for (b)(4)		position un	nder	PWS	
		document referenced in Item 9A or 10A		eretofore changed, remains unchanged and in ful			
15A. NAME A	NO TITLE OF SIGNER (Type or print)	Peog Mar		. NAME AND TITLE OF CONTRACTING OFFIC bby J Holden	ER (Ty	pe or print)	)
	ACTOR/OFFEROR  ASSISTANT OF PORTS SWITHOUT SOME	15C. DATE SIGNED  9/12/12	16B.	Street STATES OF AMERICA Street Stree		160	9/12/12
NSN 7540-01 Previous edition	/1			Pre	scribed	D FORM 3 I by GSA (FR) 53.24	30 (REV. 10-83) 3

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000016
 PAGE OF 2
 3

NAME OF OFFEROR OR CONTRACTOR

NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUN"
).	(B)	(C)	(D)	(E)	(F)
	3.2.1/RS01 in the amount of (b)(4) for the				
	period of (b)(4)				
	(~)(-)				
	d) Decrease $(b)(4)$ of support for $(b)(4)$				
	(b)(4) position under PWS 3.1.3/IS01				
i	in the amount of $(b)(4)$ for the period of				
	(b)(4)				
			1 1		
ļ	e) Increase $(b)(4)$ of support for $(b)(4)$				
	(b)(4) position under PWS				
	3.1.5/IS01 in the amount of $(b)(4)$ for the				
- 1	period of $(b)(4)$ ;				
	S) 3				
ł	f) As a result of (a) through (d), the task order			ì	
ı	value is increased by (b)(4) to				
J	(b)(4)				
	g) Provide incremental funding in the amount of				
	\$114,000; thereby increasing the total funding				
	allotted to this task order from \$2,948,405 to				
- 1	\$3,062,405. The revised fund through date is				
	December 7, 2012.				
	becember 1, 2012.				
ı	2. The following paragraph(s) has/have been				
	modified. Slip-sheets to the contract are				
	provided with sidebars indication change.				
	•			ĺ	
	Clause 7 Consideration and Payment				
	Clause 12 Limitation of Funds				
	3. Contractor's Statement of Release	l i			
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
1	claims arising out of or attributable to the				
l	issuance of the contract change(s) and/or	1			
ļ	contractor proposal(s) listed below, the				
- 1	contractor proposar(s) listed below, the				
	any and all liability under this contract for				
	further equitable adjustments attributable to				
	such facts or circumstances giving rise to said	[			
	contract change(s) and/or contractor proposal(s)				
	and for such additional obligations as may be		ı		
	required by this modification.				
	Contract Change Identification: Task Order				
	NNM11AA40T, Modification No. 16 against Contract				
-	NNM11AA30C.				
	Out the Duning William Theory				
	Contractor Proposal Number: ARCS Proposal dated				
	Continued				
	W W				
- 1		ı I	- 1	l l	

NAME OF OFFEROR OR CONTRACTOR

AL RAZAO COMPUTING SERVICES

NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
7)	· (B)	(C)	(D)	(E)	(F)
	September 6, 2012.				
	4. Except as provided herein, all terms and		! !		
	conditions of this task order remain unchanged				
	and in full force and effect.	ŀ			
	LIST OF CHANGES:				
			1	!	
	Obligated Amount for this Modification:	l			
	\$114,000.00			1	
	New Total Obligated Amount for this Award:				
	\$3,062,405.00				
	Current Task Order Value for this Award:				
	\$3,728,294.00		1		
	PR 4200449838		1 1		
	NEW ACCOUNTING CODE ADDED:				
	Account code:			-	
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00				
	0/2520/62/CASX12012D/361N/2/3				
	Cost Center 62RS01				
	GI Account 6100.2520			1	
	Order FC000000			i	
	Quantity: 0				
	Amount: \$92,000.00 Percent: 5.03664				
	Subject To Funding:				
	Payment Address:				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
ľ	62SF01/6100.2520/62/FC000000/585777.01.10.10.02/00				
	0/2520/62/EXPX22012D/719V/1/2 Cost Center 62SF01				
	GI Account 6100.2520				
	Order FC000000				
	Quantity: 0				
	Amount: \$22,000.00				
	Percent: 1.20441				
l	Subject To Funding:				
	Payment Address:				
ľ					
	Payment Terms:				
	Net 30 days				
ļ	FOB: Destination				
	i				
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- 1					

# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,728,294

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$3,062,405

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2013.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	]
		06/24/11	]
		07/08/11	
		07/22/11	
		08/05/11	

Į.	08/19/11	(b)(4)
	09/02/11	-
	09/16/11	-
	09/30/11	-
	10/14/11	-
	10/28/11	-
	11/11/11	-
	11/25/11	-
	12/09/11	-
	12/23/11	-
	01/06/12	-
	01/20/12	-
	02/03/12	-
	02/17/12	
	03/02/12	-
	03/16/12	-
-	03/30/12	-
	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
	07/20/12	-
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	-
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

	03/01/13	(b)(4)
-	03/15/13	
	03/29/13	
	04/12/13	
	04/30/13	-
	Total Billing	\$3,723,986

8.

# SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$3,062,405 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **December 7, 2012.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

### 3.0 BUSINESS SUPPORT

### 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager.

### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

# 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

# 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager.

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)

**Note:** This is for the period of (b)(4)

**3.4.2** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a

bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

# 3.6 CS01/Office of Strategic Analysis and Communications

3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required.

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	17 050	QUISIT!ON/PURCHASE REQ. NO.	Is PRO	1 3 DJECT NO. (If applicable)
			Schedule	0.110	Sulla Fred (in approauto)
000017 6. ISSUED BY CODE	See Block 16C		MINISTERED BY (If other than Item 6)	CODE	MSFC
NASA/Marshall Space Flight C Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center		NAS Rit Con 256	A/Marshall Space Fligh a R. James tract Specialist -961-0037 shall Space Flight Cer		ter
8. NAME AND ADDRESS OF CONTRACTOR (No., street	, county, State and ZIP Code)	(x) 9A	, AMENDMENT OF SOLICITATION NO.		
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		98 x 10 N	. DATED (SEE ITEM 11) A. MODIFICATION OF CONTRACT/ORDER NM1 1AA30C NM1 1AA40T	R NO.	
			B. DATED (SEE ITEM 13)		
CODE 03507	FACILITY CODE	0	5/01/2011		
	11. THIS ITEM ONLY APPLIE	S TO AMEND	MENTS OF SOLICITATIONS		
CHECK ONE  A. THIS CHANGE ORDER IS ISSUED FORDER NO. IN ITEM 10A.	PURSUANT TO: (Specify authority	y) THE CHANG	ODIFIES THE CONTRACT/ORDER NO. AS  SES SET FORTH IN ITEM 14 ARE MADE II  OMINISTRATIVE CHANGES (such as change of FAR 43.103(b).	N THE COM	NTRACT
C. THIS SUPPLEMENTAL AGREEMEN				2001	
1		(Fixed-P	rice Contract) (Mar 19	989)	
D. OTHER (Specify type of modification	and authority)				
					· · · · · · · · · · · · · · · · · · ·
E. IMPORTANT: Contractor X is not,	Is required to sign this docum				
14. DESCRIPTION OF AMENDMENT/MODIFICATION 1. The purposes of this modi a) Provide incremental fundifunding allotted to this tas through date is April 12, 20	fication are to: ng in the amount k order from \$3,0	of \$634	,984; thereby increasi	ing th	
2. The following paragraph(s		nodified	. Slip-sheets to the (	contra	ct are
Clause 7 Consideration and P	ayment				
Clause 12 Limitation of Fund	5				
Continued					
Except as provided herein, all terms and conditions of the	e document referenced in Item 9/				
15A. NAME AND TITLE OF SIGNER (Type or print)			NAME AND TITLE OF CONTRACTING OF	FFICER (T)	rpe or print)
15B. CONTRACTOR/OFFEROR	15C. DATE SIG		DOWN J HOLDEN  WOTED STATES OF AMERICA  SOURCE OF HOLDEN		16C, DATE SIGNED
(Signature of person authorized to sign)	<b>—</b>	-	(Signature of Contracting Officer)		- 111 9110

		PAGE O	
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000017	2	3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

M NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C) -	(D)	(E)	(F)
	<ol><li>Except as provided herein, all terms and</li></ol>	ľ	1 1		
	conditions of this task order remain unchanged		1 1		
	and in full force and effect.	i	1 1		
	LIST OF CHANGES:				
	Obligated Amount for this Modification:				
	\$634,984.00		1 1		
	New Total Obligated Amount for this Award:		1 1		
	\$3,697,389.00		1 1		
	Current Task Order Value for this Award:		1 1		
			1 1		
	\$3,728,294.00				
	PR 4200455878				
	NEW ACCOUNTING CODE ADDED:		l i		
	Account code:	ļ	l i		
	62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2				
	520/62/CASX22013D/361N/1/2				
	Cost Center 62IS01				
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$212,536.50				
	NEW ACCOUNTING CODE ADDED.				
	NEW ACCOUNTING CODE ADDED: Account code:				
	62IS70/6100.2520/62/FC000000/884160.01.50.02.08/00				
	0/2520/62/CASX22013D/922A/2/3				
	Cost Center 62IS70				
	GI Account 6100.2520				
	Order FC000000		li		
	Amount: \$33,836.50			:	
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00				
	0/2520/62/CASX22013D/361N/3/4				
	Cost Center 62RS01				
	GI Account 6100.2520		i I		
	Order FC000000		11		
	Amount: \$98,701.00				
	PR 4200457113				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
	520/62/EXPX22012D/719V/1/2				
	Cost Center 62SF01				
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$154,529.00				
	Continued				
		1			
		i			
- 1					

PAGE REFERENCE NO. OF DOCUMENT BEING CONTINUED **CONTINUATION SHEET** 3 NNM11AA30C/NNM11AA40T/000017 3

NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	PR 420056542				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2				
	520/62/EXCX22013D/761A/1/2				
	Cost Center 62IS40				
	GI Account 6100.2520				
	Order FC000000 Amount: \$88,374.00				
	Amount. 900,574.00				
	PR 4200457232				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62CS01/6100.2520/62/FC000000/736466.01.08.08.04/00				
	0/2520/62/CASX22013D/361N/1/2 Cost Center 62CS01				
	GI Account 6100.2520				
	Order FC000000				
	Amount: \$47,007.00			-	
				-	
	Payment Terms: Net 30 days				
	FOB: Destination				
	rob. bestination				
				ŀ	
			l		

# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD	ļ	,	
TOTAL	(b)(4)		\$3,728,294

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$3,697,389

# 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2013.

### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
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03/29/13	
04/12/13	
04/30/13	
Total Billing	\$3,723,986

8.

# SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$3,697,389 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **April 12, 2013**.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDME	NT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE	F	AGE OF	PAGES
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE DATE	4. RE	QUISITION/PURCHASE REQ. NO.	5. PRO		(If applicable)
000018		See Block 16C	See	Schedule			
6. ISSUED BY	CODE	MSFC	7. AD	MINISTERED BY (If other than Item 6)	CODE	MSFC	
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8. NAME AND	ADDRESS OF CONTRACTOR (No., street	county, State and ZIP Code)	(x) 9A	. AMENDMENT OF SOLICITATION NO.			
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x	B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH C. THIS SUPPLEMENTAL AGREEMEN	T/ORDER IS MODIFIED TO REFLECT IN ITEM 14, PURSUANT TO THE A TIS ENTERED INTO PURSUANT TO - Fixed Price (AUG	OT THE AI UTHORIT	GES SET FORTH IN ITEM 14 ARE MADE IN TO COMMINISTRATIVE CHANGES (such as changes Y OF FAR 43.103(b).  RITY OF:  1) Alternate I (APR 1984)	in paying		
		□ is sequired to size this degrees	and ratura	2 copies to the issuing	a office		
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funding through	allotted to this tas date is April 30, 20	k order from \$3,697		433; thereby increasing to \$3,741,822. The rev			
Continue		a document referenced in New 24 co	104 ach	eretofore changed, remains unchanged and in fu	ill force o	and effect	
	NO TITLE OF SIGNER (Type or print)	e adcument referenced in item 9A or		NAME AND TITLE OF CONTRACTING OFFIC			
Ro	N DENTZ	PROG UGR	Во	bby J Holden			. DATÉ SIGNED
	(Signature of person authorized to sign)	2/28/13	Z	Dobly of Holden (signally of Contracting Officer)			3/1/13
NICAL TEAR OF	450.0070	· ·		×	TANDAR	D FORM 3	0 (REV 10-83)

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION SUCCE	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE (	DF.
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000018	2	3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

EM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	2. The following paragraph(s) has/have been	(0)	127	(47)	
	mcdified. Slip-sheets to the contract are		1 1	i i	
	provided with sidebars indication change.		1		
	provided with branchin indication change.		1		
	Clause 7 Consideration and Payment		H	1	
	Clause 12 Limitation of Funds	•	H		
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	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to	i	Ιİ		
	herein as complete equitable adjustment for all		H		
	claims arising out of or attributable to the		ш	ŀ	
	issuance of the contract change(s) and/or	1	ш		
	contractor proposal(s) listed below, the				
	contractor hereby releases the Government from			1	
	any and all liability under this contract for				
	further equitable adjustments attributable to				
	such facts or circumstances giving rise to said				
	contract change(s) and/or contractor proposal(s)				
	required by this modification.				
	required by this modification:	1			
	Contract Change Identification: Task Order			:	
	NNM11AA40T, Modification No. 18 against Contract				
	NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated				
	February 22, 2013.				
	4. Except as provided herein, all terms and				
	conditions of this task order remain unchanged		Ш		
	and in full force and effect.		Ш		
	LIST OF CHANGES:				
	-4.1				
	Obligated Amount for this Modification: \$44,433.00		1		
	New Total Obligated Amount for this Award:				
	\$3,741,822.00			İ	
	Current Task Order Value for this Award:				
	\$3,741,822.00				
	PR 4200464630				
	NEW ACCOUNTING CODE ADDED:				
	Account code:	1			
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
	520/62/EXPX22012D/719V/1/2				
	Cost Center 62SF01				
	GL Account 6100.2520				
	Order FC000000 Amount: \$30,905.00				
	Addite: \$30,303.00				
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CONTINUATION OFFET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE O	F
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000018	3	3

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B) PR. 4200467323	(C)	(D)	(E)	(F)
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00				
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	GL Account 6100.2520				
	Order FC000000				
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# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,741,822

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$ 3,741,822

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2013.

### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

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Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
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03/01/13	b)(4)
03/15/13	
03/29/13	
04/12/13	
04/30/13	
Total Billing	\$3,737,514

## 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of § 3,741,822 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **April 30, 2013**.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
    - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

## 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

## 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

## 3.0 BUSINESS SUPPORT

## 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

## 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

**Note:** This is for the period of (b)(4)

(b)(4) (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

## 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

## 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

## 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

## 3.6 CS01/Office of Strategic Analysis and Communications

3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

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AL RAZAÇ	ADDRESS OF CONTRACTOR (No., stree COMPUTING SERVICES VOY DR STE 505	t, county, State and ZIP Code)	(x)	. AMENDMENT OF SOLICITATION NO.  . DATED (SEE ITEM 11)		1400 120	
HOUSTON	TX 77036-3365		X NI	A. MODIFICATION OF CONTRACT/ORDEI NM11AA30C NM11AA40T B. DATED (SEE ITEM 13)	R NO.		
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Offers must Items 8 and separate let THE PLACE virtue of this	15, and returning co tler or telegram which includes a reference E DESIGNATED FOR THE RECEIPT OF	prior to the hour and date specified in pies of the amendment; (b) By acknown to the solicitation and amendment OFFERS PRIOR TO THE HOUR All or already submitted, such change no	in the solicitat nowledging re- numbers. FA ND DATE SP nay be made	ion or as amended, by one of the following receipt of this amendment on each copy of the full of this amendment on each copy of the NULURE OF YOUR ACKNOWLEDGEMENT ECIFIED MAY RESULT IN REJECTION OF by telegram or letter, provided each telegran	nethods: (a offer subn TO BE REC YOUR OF	nitted; or (c) By CEIVED AT FER. If by	
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NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 
 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000019
 PAGE OF 2
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ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)		(D)	(E)	(F)
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	Clause 7 Consideration and Payment Clause 12 Limitation of Funds			-	
	3. Contractor's Statement of Release	d			
-	1				
	In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the contract change(s) and/or contractor proposal(s) listed below, the contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to			9	
	such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s), and for such additional obligations as may be required by this modification.				e
	Contract Change Identification: Task Order NNM11AA40T, Modification No. 19 against Contract NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated March 18, 2013.		-		
	4. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect. LIST OF CHANGES:				
	Obligated Amount for this Modification: (b)(4) New Total Obligated Amount for this Award: \$3,747,138.00 Current Task Order Value for this Award: \$3,747,138.00	_			
	PR 4200469270  NEW ACCOUNTING CODE ADDED: Account code: 62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00 0/2520/62/CASX22013D/361N/1/2 Cost Center 62RS01	§1			
	GL Account 6100.2520 Order FC000000 Amount: \$5,316.00	-			
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## TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/ Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$3,747,138

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		· · · · · · · · · · · · · · · · · · ·

## 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

## 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

## 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2013.

## 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

## 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

## NNM11AA40T Payment Schedule

Frequency	Date	Amount
Bi-Weekly		
	05/13/11	(b)(4)
IPS	05/27/11	
	06/10/11	
	06/24/11	
	07/08/11	
+1	07/22/11	
N 9717	08/05/11	<del></del>
7.5 % 4130	08/19/11	
	Bi-Weekly	05/13/11 05/27/11 06/10/11 06/24/11 07/08/11 07/22/11 08/05/11

	9/02/11	(b)(4)
09	9/16/11	
09	9/30/11	
10	0/14/11	
10	0/28/11	
1	1/11/11	
	1/25/11	
	2/09/11	
	2/23/11	
	1/06/12	
	1/20/12	
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	3/02/12	
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	5/11/12	
	5/25/12	
0	6/08/12	
	6/22/12	
0	7/06/12	
0	7/20/12	
0	8/03/12	
0	8/17/12	
0	8/31/12	
0	9/14/12	
0	9/28/12	
	0/12/12	
1	0/26/12	
1	1/09/12	
1	1/23/12	
1	2/07/12	
1	2/21/12	
0	1/04/13	
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0	2/01/13	
0	2/15/13	

	Total Billing	\$3,742,830
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	03/29/13	
11.50 000	03/15/13	
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## 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

## 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

## 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$3,747,138 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more

than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **April 30, 2013**.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

## 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

## 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

## 3.0 BUSINESS SUPPORT

## 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

## 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

**Note:** For the period of (b)(4)

(b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

## 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager.

## 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a

related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

## 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

## 3.6 CS01/Office of Strategic Analysis and Communications

3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

AMENDM	ENT OF SOLICITATION/MODIE		1. CONTRACT ID CODE	PAGES			
	ENT OF SOLICITATION/MODIF					1	4
2. AMENDME	ENT/MODIFICATION NO.	3. EFFECTIVE DATE	30000000000	QUISITION/PURCHASE REQ. NO.	5. PROJ	ECT NO.	(If applicable)
000020	V 200	See Block 16C	100000000000000000000000000000000000000	Schedule	0005		
6. ISSUED B		MSFC		DMINISTERED BY (If other than Item 6)	1	MSFC	
Office Rita R rita.r.	arshall Space Flight of Procurement James james@nasa.gov		Rit Cor 256	SA/Marshall Space Flight ca R. James ntract Specialist 5-961-0037 rshall Space Flight Cent			2
8. NAME ANI	O ADDRESS OF CONTRACTOR (No., str	eet, county, State and ZIP Code)	(x) 9	A. AMENDMENT OF SOLICITATION NO.			<del> </del>
STORY CONTRACTOR STORY STORY			(x)				
6001 SA	Q COMPUTING SERVICES VOY DR STE 505 TX 77036-3365			B. DATED (SEE ITEM 11)			T T T T T T T T T T T T T T T T T T T
			X N	DA. MODIFICATION OF CONTRACT/ORDER INM 11AA30C INM 11AA40T DB. DATED (SEE ITEM 13)	NO.		
CODE 03	35U7	FACILITY CODE		05/01/2011			
		11. THIS ITEM ONLY APPLIES			,		
virtue of thi to the solici	s amendment you desire to change an oi itation and this amendment, and is receiv TING AND APPROPRIATION DATA (If r	ffer already submitted, such change med prior to the opening hour and date	ay be made specified.	PECIFIED MAY RESULT IN REJECTION OF Y by telegram or letter, provided each telegram or crease: \$		kes refere	nce
See Sch							
	13. THIS ITEM ONLY APPLIES TO	MODIFICATION OF CONTRACTS/OR	IDERS. IT N	MODIFIES THE CONTRACT/ORDER NO. AS DE	SCRIBED	IN ITEM 1	4.
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED ORDER NO. IN ITEM 10A.	PURSUANT TO: (Specify authority)	THE CHAN	GES SET FORTH IN ITEM 14 ARE MADE IN T	THE CONTE	RACT	
	B. THE ABOVE NUMBERED CONTR. appropriation date, etc.) SET FOR C. THIS SUPPLEMENTAL AGREEME			DMINISTRATIVE CHANGES (such as changes Y OF FAR 43.103(b).	in paying o	office,	
	O. THIS GOLF ELMENTAL AGALEME	IN IO ENTERED INTO TOROGANT	TO AOTHO	uii or.			
	D. OTHER (Specify type of modification	nn and authority)					
X	FAR 52.217-9 Option	to Extend the Term	ns of	the Contract (Mar 2000)			
E. IMPORTAN	IT: Contractor is not.	x is required to sign this documen	nt and return	2 copies to the issuin	g office.		
	PTION OF AMENDMENT/MODIFICATION purposes of this mod		s, including	solicitation/contract subject matter where feasi	ble.)		
Contrac Officer Directo (MAF)/In Communio April 3	t NNM11AA30C Option (CIO), Office of the rate (MAF)/Program Posteration and Operations will continue 0, 2014 in the amount	2 (Yr 3), this task e Chief Financial O lanning and Control tions Support, and e through the extent of \$2,015,758; th	order officer , Mich the Of ded Pe	Contract Clause (FAR 52 COffice of the Chief In C (CFO), Michoud Assemblated Coud Assembly Facility D Cfice of Strategic Analy Criod of Performance fro increasing the total ta	format y Faci irectorsis ar m May	tion ility orate nd 1, 2	
	138 to \$5,762,896; as	na					
Continue Except as pro		the document referenced in Item 94 o	r 10A as he	eretofore changed, remains unchanged and in fo	ull force and	d effect	
	ND TITLE OF SIGNER (Type or print)	and advantage referenced in Rein 9A 0		NAME AND TITLE OF CONTRACTING OFFI			- 12
hava	ston Hunter for R	on hentz, Prog. ung	Ke	tela K Helton	9.000	- constitution	
	ACTOR/OFFEROR	15C. DATE SIGNE		UNITED STATES OF AMERICA		16C.	DATE SIGNED
La	(Kinnature of person authorized to sign)	4/25/1	3 4	Ketelan Helton	~	7	1/25/13

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 
 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000020
 PAGE OF 2
 OF 4

TEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	b) Provide incremental funding in the amount of \$505,216; thereby increasing the total funding allotted to this task order from \$3,747,138 to \$4,252,354, pursuant to the "Limitation of Funds" Clause.  c) Extend the anticipated funded through date from May 1, 2013 to July 19, 2013; and				
	d) Update task order Clause 7, Payment and Consideration, to reflect billing periods through April 30, 2014.				
	2. The following paragraph(s) has/have been modified. Slip-sheets to the contract are provided with sidebars indication change.				
	Clause 3 Period of Performance Clause 7 Consideration and Payment Clause 12 Limitation of Funds				
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the contract change(s) and/or contractor proposal(s) listed below, the contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s), and for such additional obligations as may be required by this modification.				
	Contract Change Identification: Task Order NNM11AA40T, Modification No. 20 against Contract NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated April 8, 2013.				
	4. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect. LIST OF CHANGES:				
	Period Of Performance End Date changed from 30-APR-13 to 30-APR-14 Continued				

REFERENCE NO. OF DOCUMENT BEING CONTINUED PAGE OF **CONTINUATION SHEET** NNM11AA30C/NNM11AA40T/000020 3 4

NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	New Total Amount for this Version: \$2,015,758.00 Obligated Amount for this Modification: \$505,216.00 New Total Obligated Amount for this Award: \$4,252,354.00 Current Potential Task Order Value for this Award: \$5,762,896.00  PR 4200471563 Cost Center: 62IS01 GL Account: 6100.2520 Order: FC000000 WBS Element1: 736466.07.10.08 Item				
	Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: CASX22013D Functional Area: 361N 001 NNM11AA40T - Total Line Item Value: \$276,627.00				
	PR 4200471679  Cost Center: 62RS01 GL Account: 6100.2520 Order: FC000000 WBS Element1: 736466.01.06.08.01 Item  Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: CASX22013D Functional Area: 361N				
	001 NNM11AA40T - Total Line Item Value: \$54,040.00				
	PR 4200471799  Cost Center: 62IS70 GL Account: 6100.2520 Order: FC000000 WBS Element1: 884160.01.50.02.08 Item  Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: CASX22013D Functional Area: 922A				
	001 NNM11AA40T -Total Line Item Value: \$29,667.00				
	PR 4200471564 Cost Center: 62IS40 GL Account: 6100.2520 Order: FC000000 WBS Element1: 361065.07.02.01 Item Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: EXCX22013D Functional Area: 761A		4.		
	001 NNM11AA40T - Total Line Item Value: \$112,482.00				
	PR 4200471570 Cost Center: 62SF01 GL Account: 6100.2520 Order: FC0000000 WBS Element1: 006220.01.01.02 Item Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: EXPX22013D Functional Area: 719V				
	001 NNM11AA40T - Total Line Item Value: \$32,400.00 Continued				

CONTINUATION OUTET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF	
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000020	4 .		4

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Payment Terms:				
	Net 30 days FOB: Destination				
	Fob. Descritation				
03	Option 2 (Contract Year 3)				2,015,758.
	Incrementally Funded Amount: \$505,216.00				
				1	
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## TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD	-		
TOTAL	(b)(4)		\$5,762,896

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$4,252,354

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

## 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

## 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2014.** 

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

## 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

## 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

## NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		100 4/4
		05/13/11	(b)(4)
	No	05/27/11	
	A SAME OF THE SAME	06/10/11	
883	## # <u>#</u>	06/24/11	
	***************************************	07/08/11	
		07/22/11	
	W 5-	08/05/11	
	334430	08/19/11	
		09/02/11	

	09/16/11	(b)(4)
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
	07/20/12	
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
10	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

	03/01/13	(b)(4)
	03/15/13	
	03/29/13	-
	04/12/13	-
	04/26/13	_
	05/10/13	_
	05/24/13	_
	06/07/13	-
	06/21/13	
	07/05/13	
	07/19/13	
	08/02/13	
	08/16/13	
	08/30/13	
	09/13/13	
	09/27/13	
	10/11/13	
	10/25/13	
	11/08/13	
C 1935	11/22/13	
44.10	12/06/13	
	12/20/13	
	01/03/14	
	01/17/14	
N. 103300	01/31/14	
	02/14/14	
	02/28/14	
	03/14/14	
	03/28/14	
	04/11/14	
	04/30/14	
	Total Billing	\$5,758,588

## 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

## 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

## 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$4,252,354 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>July 19, 2013</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

## 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

## 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

## 3.0 BUSINESS SUPPORT

## 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

## 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

## 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

Note: For the period of (b)(4)

(b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

## 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

**3.3.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

## 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- **3.4.2** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a

related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

## 3.6 CS01/Office of Strategic Analysis and Communications

**3.6.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

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NASA/Marshall Space Flight Center Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center AL 35812				7. ADMINISTERED BY (W other than New 6) CODE MSFC  NASA/Marshall Space Flight Center Rita R. James Contract Specialist 256-961-0037 Marshall Space Flight Center AL 35812					
AL RAZA( 6001 SA	D ADDRESS OF CONTRACTOR (No., street Q COMPUTING SERVICES VOY DR STE 505 TX 77036-3365	t, county, State and ZIP Code)	X 1	9A. AMENDMENT OF SOLICITATION NO.  9B. DATED (SEE ITEM 11)  10A. MODIFICATION OF CONTRACT/ORDER N. NNM1 1 AA3 0 C.  NNM1 1 AA4 0 T.  400. DATED (SEE ITEM 12)	0.				
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	13. THIS ITEM ONLY APPLIES TO M	ODIFICATION OF CONTRACTS/ORDER	RS. IT	MODIFIES THE CONTRACT/ORDER NO. AS DE	SCRIBE	D IN ITE	M 14.		
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED F ORDER NO. IN ITEM 10A.	PURSUANT TO: (Specify authority) THE	E CHAI	NGES SET FORTH IN ITEM 14 ARE MADE IN TI	HE COI	NTRACT			
				ADMINISTRATIVE CHANGES (such as changes TY OF FAR 43.103(b).	in payir	ng office,			
X	C. THIS SUPPLEMENTAL AGREEMEN FAR 52.243-1 Changes D. OTHER (Specify type of modification	- Fixed Price (AUG		0) Alternate I (APR 1984	)	0. 200	#.		
E. IMPORTAN	T: Contractor ☐ is not.	x is required to sign this document an	nd retur	m 2 copies to the issuing	office.				
14. DESCRIP		(Organized by UCF section headings, in		g solicitation/contract subject matter where feasib			20501 20 20/035		
funding		k order from \$4,252,		9,777; thereby increasing to \$4,692,131, pursuant			cal		
	va:			July 19, 2013 to October					
c) Also b)(4)	update the PWS to co.	rrect the notation u	nde	r paragraph (b)(4) for the	ne p	erio	d of (b)(4		
Continue		e document referenced in Item 94 or 100	A ac h	neretofore changed, remains unchanged and in fu	II force	and effec	f		
Control Control Control	ND TITLE OF SIGNER (Type or print)	o document referenced in item 9A 0F 10/	-	A. NAME AND TITLE OF CONTRACTING OFFIC		-			
15B. CONTR	CTOR/OFFEROR  (Signature of person authorized to sign)	PROG MAR  15C. DATE SIGNED  6/17/13	Ki	imberly N Williams  B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)			SC. DATE SIGNED		
NSN 7540-01 Previous edition	-152-8070			ST Pri	escribe	RD FORM d by GSA CFR) 53.2			

CONTINUATION OUTET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF	
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000021	2	4	4

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	2. The following paragraph(s) has/have been				
	modified. Slip-sheets to the contract are				
	provided with sidebars indication change.				
	Clause 7 Consideration and Payment				
	Clause 12 Limitation of Funds				
	3. Except as provided herein, all terms and		1 1		
	conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
	Obligated Amount for this Modification:				
	\$439,777.00			1	
	New Total Obligated Amount for this Award:	1			
	\$4,692,131.00				
	Current Task Order Value for this Award:				
	\$5,762,896.00				
	PR 4200475833				
	NEW ACCOUNTING CODE ADDED:		1 1		
	Account code:				
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00				
	0/2520/62/CASX22013D/361N/8013/140122/1/2				
	Cost Center 62RS01				
	GL Account 6100.2520 Order FC000000		1 1		
	WBS Element1 736466.01.06.08.01	*:	H		
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000			Ì	
	Commitment Item 2520				
	Funds Center 62 Fund CASX22013D				
	Functional Area 361N				
	Appropriation 8013/140122				
	Amount: \$270,195.00				
	PR 4200477504				
	NEW ACCOUNTING CODE ADDED:				
	Account code: 62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
	520/62/EXPX22013D/719V/8013/140124/1/2				
	Cost Center 62SF01				
	GL Account 6100.2520				
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CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000021	3	4

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Funds Center 62				
	Fund EXPX22013D				
	Functional Area 719V			ľ	
	Appropriation 8013/140124				
	Amount: \$101,835.00	-			
	PR 4200475325				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
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	Cost Center 62SF01				
	GL Account 6100.2520				
	Order FC000000				
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	WBS Element2			-	
	Network				
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	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Funds Center 62				
3	Fund EXPX22013D				
	Functional Area 719V				
	Appropriation 8013/140124				
	Amount: \$27,693.00				
	PR 4200475738				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
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	Cost Center 62CS01				
	GL Account 6100.2520				
	Order FC000000				
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TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Appropriation 8013/140122				
	Amount: \$40,054.00				
	Payment Terms:				
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#### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)	•	\$5,762,896

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$4,692,131

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2014.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

#### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
	<del></del>	05/27/11	
		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
		08/19/11	
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09/30/11 10/14/11 10/28/11 11/11/11 11/25/11 12/09/11 12/23/11 01/06/12 01/20/12 02/03/12 02/17/12 03/02/12 03/16/12	
10/28/11 11/11/11 11/25/11 12/09/11 12/23/11 01/06/12 01/20/12 02/03/12 02/17/12 03/02/12	
11/11/11 11/25/11 12/09/11 12/23/11 01/06/12 01/20/12 02/03/12 02/17/12 03/02/12	
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	01/31/14	
	02/14/14	
	02/28/14	
	03/14/14	
	03/28/14	
	04/11/14	
	04/30/14	
	Total Billing	\$5,758,588

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$4,692,131 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 11, 2013</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (i) The notice shall state the estimate when the point referred to in paragraph
   (c)(2) of this clause will be reached and the estimated amount of additional
   funds required to continue performance to the date specified in paragraph
   (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

#### 3.1 IS01/Office of the Chief Information Officer (CIO)

- **3.1.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager.

#### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

### 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
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**Note:** For the period of (b)(4)

(b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

### 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
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3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

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	NIMODIFICATION NO.	15.25 (20.0.075) DE VAR MORGE	Cross	e Schedule	5. PK	OJECT NO. (	т аррисавіе)
000022 6. ISSUED BY	CODE	See Block 16C		DMINISTERED BY (if other than Item 6)	CODE	- 1	
NASA/Ma Office Rita R	rshall Space Flight C of Procurement	MSFC Center	NA Ri Co	SA/Marshall Space Flight ta R. James ntract Specialist 6-961-0037		FISEC	***
Marshal	l Space Flight Center	AL 35812	Ma	rshall Space Flight Cente	er A	L 35812	2
AL RAZAÇ 6001 SAV	O ADDRESS OF CONTRACTOR (No., street Q COMPUTING SERVICES VOY DR STE 505 TX 77036-3365	, county, State and ZIP Code)	(X)	OA. AMENDMENT OF SOLICITATION NO.  OB. DATED (SEE ITEM 11)  OA. MODIFICATION OF CONTRACT/ORDER NO.  NNM11AA30C  NNM11AA40T	0.		
			1	0B. DATED (SEE ITEM 13)			
CODE 03	35U7	FACILITY CODE	1	05/01/2011			
	0.20 0.00 0.00 0.00 0.00 0.00 0.00 0.00	11. THIS ITEM ONLY APPLIES TO	AMENI	DMENTS OF SOLICITATIONS			
virtue of this to the solicit	s amendment you desire to change an offe tation and this amendment, and is received FING AND APPROPRIATION DATA (If req edule	r already submitted, such change may l prior to the opening hour and date spe uired)	oe mad cified.	PECIFIED MAY RESULT IN REJECTION OF YC e by telegram or letter, provided each telegram or  MODIFIES THE CONTRACT/ORDER NO. AS DES	letter r	makes referen	
CHECK ONE	ORDER NO. IN ITEM 10A.			NGES SET FORTH IN ITEM 14 ARE MADE IN TH			
				ADMINISTRATIVE CHANGES (such as changes in the property of FAR 43.103(b).	n payır	ng office,	
Х	C. THIS SUPPLEMENTAL AGREEMEN FAR 52.243-1 Changes D. OTHER (Specify type of modification	- Fixed Price (AUG		0) Alternate I (APR 1984)	)		
E. IMPORTAN	T: Contractor  is not,	x is required to sign this document a	nd retur	n 2 copies to the issuing	office.		
14. DESCRIP	TION OF AMENDMENT/MODIFICATION purposes of this modi			a solicitation/contract subject matter where feasibution under PWS 3.2.2/RS0		n the s	amount
of (b)(4)	for the period of (s decreased by (b)(4)	b)(4)	pos	, as a result			
	following paragraph(s d with sidebars indica		fie	d. Slip-sheets to the cor	ntra	ct are	
Clause 1 Continue		5					
	vided herein, all terms and conditions of the ND TITLE OF SIGNER (Type or print)	Water State of the	16/	eretofore changed, remains unchanged and in ful N. NAME AND TITLE OF CONTRACTING OFFIC Mberly N Williams			deril the err
	(Signature of person authorized sign)	PROG MGR 15C. DATE SIGNED 6/25/13	168	UNITED STATES OF AMERICA (Signature of Contracting Officer)	ANIDAT	16C. [	JUN 2 5 2013

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83 Prescribed by GSA FAR (48 CFR) 53.243

ACUTUULATION OUTET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000022	2	2

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

EM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
(23)	(D)	10/	(D)	12-1	(1)
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
	Total Amount for this Modification: $(b)(4)$	Y			
	New Total Amount for this Version: (b)(4)				
	New Total Amount for this Award: (b)(4)				
	Payment Terms:				
	Net 30 days FOB: Destination	k			
	FOB: Destination	1			
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#### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD	_		
TOTAL	(b)(4)		\$5,757,245

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$4,692,131

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2014.** 

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

#### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
	-	06/10/11	-
	200.00	06/24/11	
3375	*****	07/08/11	
		07/22/11	_
		08/05/11	
		08/19/11	

	09/02/11	(b)(4)
v:	09/16/11	
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	_
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	_
	03/30/12	
	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
	07/20/12	
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

r		(1) (4)
	03/01/13	(b)(4)
	03/15/13	
	03/29/13	
	04/12/13	
	04/26/13	
	05/10/13	
	05/24/13	
	06/07/13	
	06/21/13	
	07/05/13	
	07/19/13	
	08/02/13	
	08/16/13	
	08/30/13	
	09/13/13	
10.7	09/27/13	
	10/11/13	
	10/25/13	
	11/08/13	
	11/22/13	
	12/06/13	
30	12/20/13	
	01/03/14	
	01/17/14	
	01/31/14	
	02/14/14	
	02/28/14	
	03/14/14	1000
	03/28/14	
	04/11/14	
	04/30/14	
	Total Billing	\$5,752,937

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$4,692,131 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 11, 2013</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (i) The notice shall state the estimate when the point referred to in paragraph
   (c)(2) of this clause will be reached and the estimated amount of additional
   funds required to continue performance to the date specified in paragraph
   (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

#### 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

### 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

### 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a

variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

#### 3.6 CS01/Office of Strategic Analysis and Communications

3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

AMENDMENT OF SOLICITATION/MODIFICA	ATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. R	EQUISITION/PURCHASE REQ. NO.	5. PR(	OJECT NO. (If applicable)
000023	See Block 16C	See	e Schedule		
6. ISSUED BY CODE	MSFC	7. A	ADMINISTERED BY (If other than Item 6)	CODE	MSFC
NASA/Marshall Space Flight C Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center	enter	Ri Co 25	SA/Marshall Space Flight ta R. James intract Specialist 6-961-0037 rshall Space Flight Cent		
8. NAME AND ADDRESS OF CONTRACTOR (No., street,	county, State and ZIP Code)	(x)	9A. AMENDMENT OF SOLICITATION NO.		
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		х	9B. DATED (SEE ITEM 11)  10A. MODIFICATION OF CONTRACT/ORDER N NNM1 1 AA 3 0 C NNM1 1 AA 4 0 T 10B. DATED (SEE ITEM 13)	0.	
CODE 035U7	FACILITY CODE  11. THIS ITEM ONLY APPLIES TO A		05/01/2011		
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offer to the solicitation and this amendment, and is received 12. ACCOUNTING AND APPROPRIATION DATA (If req See Schedule  13. THIS ITEM ONLY APPLIES TO MO  CHECK ONE A. THIS CHANGE ORDER IS ISSUED P ORDER NO. IN ITEM 10A.  B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH  C. THIS SUPPLEMENTAL AGREEMEN	ies of the amendment; (b) By acknowled to the solicitation and amendment numb DFFERS PRIOR TO THE HOUR AND D. already submitted, such change may be prior to the opening hour and date specuried)  DDIFICATION OF CONTRACTS/ORDER  URSUANT TO: (Specify authority) THE  ET/ORDER IS MODIFIED TO REFLECT IN ITEM 14, PURSUANT TO THE AUT	dging ers. ATE (e mace mace mace) ATE (CHA	receipt of this amendment on each copy of the off FAILURE OF YOUR ACKNOWLEDGEMENT TO SPECIFIED MAY RESULT IN REJECTION OF YOur person of the second of the s	fer subm BE REC DUR OF r letter r SCRIBE	nitted; or (c) By CEIVED AT FFER. If by makes reference
D. OTHER (Specify type of modification	- 171 		m 2 copies to the issuing	a office	
b) Increase Support of (b)(4) amount of (b)(4) for the period (b)(4)  c) As a result of (a) through (b)(4)  Continued  Except as provided herein, all terms and conditions of the 15A NAME AND TITLE OF SIGNER (Type or print)  Langston Hunter for (15B CONTRICTOR/OFFEROR)  And Son Hunter for (15B CONTRICTOR/OFFEROR)	position under PWS 3 riod of (b)(4) n (b), the task orde	r v	position under PWS 3  ralue is decreased by (b)(2  heretofore changed, remains unchanged and in fully a nominal process.	(b)(4 .1.2 4)	e/IS01 in the from and effect
(Signature of person authorized to sign) NSN 7540-01-152-8070 Previous edition unusable	1 1 30 113	-	O V ST	rescribe	RD FORM 30 (REV. 10-83) dd by GSA CFR) 53,243

CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000023

PAGE OF

2

NAME OF OFFEROR OR CONTRACTOR
AL RAZAO COMPUTING SERVICES

EM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	2. The following paragraph(s) has/have been		$\Box$		
	modified. Slip-sheets to the contract are				
	provided with sidebars indication change.				
	Clause 7 Consideration and Payment				
	Clause 12 Limitation of Funds				
	AND THE PROPERTY AND THE SECURITY OF THE SECUR				
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
	claims arising out of or attributable to the			1	
	issuance of the contract change(s) and/or	50	1		
	contractor proposal(s) listed below, the				
	contractor hereby releases the Government from				
	any and all liability under this contract for				
	further equitable adjustments attributable to			. 1	
	<pre>such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s),</pre>			ľ	
	and for such additional obligations as may be				
	required by this modification.			-	
	Contract Change Identification: Task Order			1	
	NNM11AA40T, Modification No. 23 against Contract				
	NNM11AA30C. Contractor Proposal Number: ARCS Proposal dated				
	July 24, 2013.				
	4. Except as provided herein, all terms and		1 1		
	conditions of this task order remain unchanged				
	and in full force and effect.	4	1 1		
	LIST OF CHANGES:				
	Total Amount for this Modification: (b)(4)			-	
	Current Obligation Value for this Award:				
	\$4,692,131.00				
	New Total Amount for this Award: \$5,724,869.00			1	
	CHANGES FOR DELIVERY LOCATION: MSFC			*	
	Amount changed from \$2,010,107.00 to \$1,977,731.00				
	Payment Terms:				
	Net 30 days FOB: Destination				
	lob, Boscinderon				
				1	
				1	
				1 -	

#### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$4,692,131

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2014.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

#### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
	100	06/24/11	
		07/08/11	
	41.71	07/22/11	
3.77 A 2 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4		08/05/11	
		08/19/11	

1	09/02/11	(b)(4)
	09/16/11	
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	1
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	*
	03/02/12	
	03/16/12	6
	03/30/12	
	04/13/12	4
	04/27/12	•
	05/11/12	40
	05/25/12	
	06/08/12	
	06/22/12	•
	07/06/12	
	07/20/12	1
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	*
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

03/01/13	
03/01/13	(b)(4)
03/15/13	-
03/29/13	_
04/12/13	
04/26/13	
05/10/13	_
05/24/13	
06/07/13	
06/21/13	
07/05/13	
07/19/13	
08/02/13	
08/16/13	
08/30/13	_
09/13/13	-
09/27/13	
10/11/13	_
10/25/13	
11/08/13	
11/22/13	
12/06/13	-
12/20/13	-
01/03/14	•
01/17/14	-
01/31/14	_
02/14/14	-
02/28/14	-
03/14/14	
03/28/14	
04/11/14	
04/30/14	
 <b>Total Billing</b>	\$5,720,561

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of **\$4,692,131** is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 11, 2013</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (i) The notice shall state the estimate when the point referred to in paragraph
   (c)(2) of this clause will be reached and the estimated amount of additional
   funds required to continue performance to the date specified in paragraph
   (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

#### 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

### 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

## 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a

variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

#### 3.6 CS01/Office of Strategic Analysis and Communications

3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF	CONTRACT		CONTRACT ID CODE		PAGE OF	PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIV	E DATE	4. RE	QUISITION/PURCHASE REQ. NO.	5. PR	OJECT NO.	2 (If applicable)
000024	See Blo	ck 16C	See	Schedule			,
6. ISSUED BY CODE	MSFC	- GN 100	7. AE	MINISTERED BY (If other than Item 6)	CODE	MSFC	
NASA/Marshall Space Flight C Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center	enter	12	Rit Con 256	A/Marshall Space Flight a R. James tract Specialist -961-0037 shall Space Flight Center		ter	2
							_
8. NAME AND ADDRESS OF CONTRACTOR (No., street, AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	county, State at		9E X 10 N	A. AMENDMENT OF SOLICITATION NO.  B. DATED (SEE ITEM 11)  A. MODIFICATION OF CONTRACT/ORDER NO. NM11AA30C  NM11AA40T  B. DATED (SEE ITEM 13)	O.		
CODE 035U7	FACILITY CO	DE	(	5/01/2011			
	11. THIS IT	EM ONLY APPLIES TO A	MEND	MENTS OF SOLICITATIONS			
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offer to the solicitation and this amendment, and is received 12. ACCOUNTING AND APPROPRIATION DATA (If registed Schedule 13. THIS ITEM ONLY APPLIES TO MO	offers PRIOI already subm prior to the op uired)	R TO THE HOUR AND DA itted, such change may be ening hour and date speci Net	ATE SP made fied.	ECIFIED MAY RESULT IN REJECTION OF YO by telegram or letter, provided each telegram or	UR OF letter r	FER. If by nakes refere	
				DES SET FORTH IN ITEM 14 ARE MADE IN THE DMINISTRATIVE CHANGES (such as changes in OFFAR 43.103(b).			
C. THIS SUPPLEMENTAL AGREEMENT X NFS 1852.232-77 Limit D. OTHER (Specify type of modification a	ation c			ITY OF: rice Contract) (Mar 1989	9)		
E. IMPORTANT: Contractor X is not.	is required	to sign this document and	return	0 copies to the issuing	office.		
14. DESCRIPTION OF AMENDMENT/MODIFICATION ( 1. The purposes of this modified in the purposes of this modified in the purposes of this modified in the purpose of the purpo	ication ng in th corder	are to:	32,	387; thereby increasing	the		
2. The fund through date remark. The following paragraph(s) provided with sidebars indicates.	has/ha	ve been modif		. Slip-sheets to the con	itra	ct are	
Continued							
Except as provided herein, all terms and conditions of the	document refe	erenced in Item 9A or 10A,	as he	etofore changed, remains unchanged and in full	force a	and effect.	
15A. NAME AND TITLE OF SIGNER (Type or print)				NAME AND TITLE OF CONTRACTING OFFICE	ER (Ty	pe or print)	
				by J Holden			
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		15C. DATE SIGNED	16B.	Sobly Holds (Signature of Contracting Officer)	-		1/5//3

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000024

PAGE 2

2

OF

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

Clause 12 Limitation of Funds  3. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect.  LIST OF CHANGES:  Obligated Amount for this Modification: \$32,387.00 New Total Obligated Amount for this Award: \$4,724,518.00 Current Task Order Value for this Award: \$5,724,869.00  PR 4200489275 NEW ACCOUNTING CODE ADDED: Account code: 62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2520/62/EXPX22013D/719V/8013/140124/1/2 Cost Center 62SF01 GL Account 6100.2520 Order FC000000 NBS Element1 006220.01.01.02 NBS Element2 Network		
conditions of this task order remain unchanged and in full force and effect.  LIST OF CHANGES:  Obligated Amount for this Modification: \$32,387.00 New Total Obligated Amount for this Award: \$4,724,518.00  Current Task Order Value for this Award: \$5,724,869.00  PR 4200489275  NEW ACCOUNTING CODE ADDED: Account code: 62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2520/62/EXPX22013D/719V/8013/140124/1/2  Cost Center 62SF01  GL Account 6100.2520  Order FC000000  WBS Element1 006220.01.01.02  WBS Element2  Network		
New Total Obligated Amount for this Award: \$4,724,518.00 Current Task Order Value for this Award: \$5,724,869.00 PR 4200489275 NEW ACCOUNTING CODE ADDED: Account code: 62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2 520/62/EXPX22013D/719V/8013/140124/1/2 Cost Center 62SF01 GL Account 6100.2520 Order FC000000 WBS Element1 006220.01.01.02 WBS Element2 Network		
PR 4200489275  NEW ACCOUNTING CODE ADDED: Account code: 62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2 520/62/EXPX22013D/719V/8013/140124/1/2 Cost Center 62SF01 GL Account 6100.2520 Order FC000000 WBS Element1 006220.01.01.02 WBS Element2 Network		
Activity Earmarked Funds Item Number 000 Commitment Item 2520 Funds Center 62 Fund EXPX22013D Functional Area 719V Appropriation 8013/140124 Amount: \$32,387.00		
Payment Terms: Net 30 days FOB: Destination		

# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/ Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$4,724,518

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2014**.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
15		05/13/11	(b)(4)
		05/27/11	
4 × 10-31 M		06/10/11	
	100 and 100 m m m m	06/24/11	
F F ibis	1.00402	07/08/11	
		07/22/11	
		08/05/11	
1-20		08/19/11	

09/02/11	(b)(4)
09/16/11	
09/30/11	-
10/14/11	-1.
10/28/11	
11/11/11	-
11/25/11	-11
12/09/11	-
12/23/11	
01/06/12	
01/20/12	-
02/03/12	-:
02/17/12	-
03/02/12	•
03/16/12	-
03/30/12	-
04/13/12	-
04/27/12	-
05/11/12.	-
05/25/12	
06/08/12	· -
06/22/12	-:: -::
07/06/12	-
07/20/12	-
08/03/12	-0
08/17/12	-
08/31/12	
09/14/12	-
 09/28/12	
10/12/12	-
10/26/12	1
11/09/12	-
11/23/12	
12/07/12	
12/21/12	
01/04/13	
01/18/13	
02/01/13	
02/15/13	

· ·	03/01/13	(b)(4)
	03/15/13	
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	04/12/13	-
	04/26/13	-
	05/10/13	
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	06/07/13	
	06/21/13	
	07/05/13	
	07/19/13	
	08/02/13	
	08/16/13	
	08/30/13	
	09/13/13	
	09/27/13	
	10/11/13	
	10/25/13	
R	11/08/13	
	11/22/13	
	12/06/13	
	12/20/13	
	01/03/14	
	01/17/14	
	01/31/14	
	02/14/14	
	02/28/14	
	03/14/14	
200 200	03/28/14	
	04/11/14	
	04/30/14	
	Total Billing	\$5,720,561

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

# 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$4,724,518 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 11, 2013</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MODIFICA	ATION OF CONTRACT		CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	A DEC	DUISITION/PURCHASE REQ. NO.	5 PROJECT	NO. (If applicable)
000025	See Block 16C		Schedule	J. T KOJEOT	NO. (II applicable)
6. ISSUED BY CODE	MSFC	7. AD	MINISTERED BY (If other than Item 6)	CODE MS	FC
NASA/Marshall Space Flight C Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center	Center	NAS. Rit Con 256	A/Marshall Space Flight a R. James tract Specialist -961-0037 shall Space Flight Cen	t Center	
8. NAME AND ADDRESS OF CONTRACTOR (No., street,	county State and 7/B Code)	lo <sub>A</sub>	AMENDMENT OF SOLICITATION NO.		
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	county, State and ZIP Code)	98 X 10, N1	DATED (SEE ITEM 11)  A. MODIFICATION OF CONTRACT/ORDER NM11AA30C NM11AA40T	NO.	
200 Page 1992			B. DATED (SEE ITEM 13)		
CODE 035U7	FACILITY CODE	0	5/01/2011		
	11. THIS ITEM ONLY APPLIES T	O AMENDA	IENTS OF SOLICITATIONS		
THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offer reference to the solicitation and this amendment, and it 12. ACCOUNTING AND APPROPRIATION DATA (If required solicity) and the solicity of the	r already submitted , such change ma is received prior to the opening hour a uired) No	ay be made and date sp et Inc	by telegram or letter, provided each telegram ecified.	or letter makes	00
B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH	CT/ORDER IS MODIFIED TO REFLEC I IN ITEM 14, PURSUANT TO THE AI	CT THE ADI UTHORITY	SES SET FORTH IN ITEM 14 ARE MADE IN MINISTRATIVE CHANGES (such as changes OF FAR 43.103(b).		
C. THIS SUPPLEMENTAL AGREEMENT X NFS 1852.232-77 Limit D. OTHER (Specify type of modification)	tation of Funds (Fi		TY OF: rice Contract) (Mar 19	89)	*
E. IMPORTANT: Contractor X is not.	is required to sign this document	and return	0 copies to the issui	ing office.	
14. DESCRIPTION OF AMENDMENT/MODIFICATION (		, including s	olicitation/contract subject matter where feas	sible.)	
a) Provide incremental funding funding allotted to this task "Limitation of Funds" Clause	k order from \$4,724				tal
o) Extend the anticipated fur	nded through date f	from O	ctober 11, 2013 to Octo	ober 25,	2013.
2. The following paragraph(s) provided with sidebars indicate		dified	. Slip-sheets to the co	ontract a	are
Continued					
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	e document referenced in Item 9 A or		retofore changed, remains unchanged and in NAME AND TITLE OF CONTRACTING OFF		
TO A TOWNER PARTY THEE OF GIONER (1996 OF PHILL)			berly N Williams	.SERTING OF P	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED		JNITED STATES OF AMERICA	•	16C. DATE SIGNED  OCT 1 8 20
(Signature of person authorized to sign)		0	(Signature of Contracting Officer)	CTANDADD FO	
NSN 7540-01-152-8070				9 I ANDAKD FOR	RM 30 (REV. 10-83)

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Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000025

PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

EM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)		AMOUNT (F)
(22)	¿ Clause 12 Limitation of Funds	(0)	(5)	(2)	( )
	e order 12 minitation of rands				
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
				1	
	Obligated Amount for this Modification: \$64,774.00				
	New Total Obligated Amount for this Award:				
	\$4,789,292.00				
	Current Task Order Value Amount for this Award:				
	\$5,724,869.00				
	PR 4200491413				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
	520/62/EXPX22013D/719V/8013/140124/1/2				
	Cost Center 62SF01				
	GL Account 6100.2520				
	Order FC000000				
	WBS Element1 006220.01.01.02				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Funds Center 62	İ			
	Fund EXPX22013D				
	Functional Area 719V				
	Appropriation 8013/140124				
	Amount: \$64,774.00				
	,				
	Payment Terms:				
	Net 30 days		1	×	
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- 1					

# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$4,789,292

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2014.** 

### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
	3,	05/27/11	
	****	06/10/11	
	37 19 29 29 2	06/24/11	
	(Book)	07/08/11	
		07/22/11	
33,1740		08/05/11	
nove -	950-n <u>932-5 </u>	08/19/11	· · · · · · · · · · · · · · · · · · ·

Î	09/02/11	(b)(4)
	09/16/11	
	09/30/11	-
	10/14/11	
	10/28/11	
	11/11/11	-
	11/25/11	
	12/09/11	-
	12/23/11	
	01/06/12	
	01/20/12	-
3.5000	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
3.20	04/13/12	
	04/27/12	
	05/11/12	
-	05/25/12	
	06/08/12	
All and a second a	06/22/12	
	07/06/12	
	07/20/12	
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

	T 0.0 10 1 1 1 0	(b)(4)
	03/01/13	(5)(4)
	03/15/13	
	03/29/13	
	04/12/13	
	04/26/13	
	05/10/13	
	05/24/13	
	06/07/13	
	06/21/13	
	07/05/13	
	07/19/13	
	08/02/13	
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	11/08/13	
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	12/20/13	
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	01/17/14	
	01/31/14	
	02/14/14	
Control of Control of	02/28/14	
	03/14/14	
4.350	03/28/14	
	04/11/14	
	04/30/14	
	21	
	Total Billing	\$5,720,561

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$4,789,292 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 25, 2013</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			CONTRACT ID CODE		PAGE OF PAGES				
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE		EQUISITION/PURCHASE REQ. NO.	E DE	1 ROJECT NO. (If application	3			
		Coo	Schedule	3. 77	NOSECT NO. (II applica	1016)			
000026 6. ISSUED BY CODE	See Block 16	)C	7. ADMINISTERED BY (If other than Item 6) CODE MSFC						
NASA/Marshall Space Flight ( Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center	Center	NA Ri Co: 25	SA/Marshall Space Flig ta R. James ntract Specialist 6-961-0037 rshall Space Flight Ce	ght Cer	nter				
			AMENDMENT OF COLUMNATION NO.						
8. NAME AND ADDRESS OF CONTRACTOR (No., street AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	, county, State and ZIP Code)	x 1	A. AMENDMENT OF SOLICITATION NO.  B. DATED (SEE ITEM 11)  OA. MODIFICATION OF CONTRACT/ORD INM11AA30C  INM11AA40T	ER NO.					
0005	TEACH ITY CORE		OB. DATED (SEE ITEM 13)						
CODE 035U7	FACILITY CODE	1 1	05/01/2011						
	11. THIS ITEM ONLY	APPLIES TO AMEND	MENTS OF SOLICITATIONS			30 300			
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF 0 virtue of this amendment you desire to change an offereference to the solicitation and this amendment, and 12. ACCOUNTING AND APPROPRIATION DATA (If requise See Schedule	OFFERS PRIOR TO THE or already submitted, such is received prior to the op	HOUR AND DATE SE change may be mad ening hour and date s	PECIFIED MAY RESULT IN REJECTION One by telegram or letter, provided each teleg	F YOUR OF ram or letter	FER If by				
13. THIS ITEM ONLY APPLIES TO M	ODIFICATION OF CONTR	RACTS/ORDERS. IT	MODIFIES THE CONTRACT/ORDER NO. A	S DESCRIB	ED IN ITEM 14.				
B. THE ABOVE NUMBERED CONTRAC appropriation date, etc.) SET FORTH	CT/ORDER IS MODIFIED IN ITEM 14, PURSUANT TIS ENTERED INTO PUR tation of Fun	TO REFLECT THE A T TO THE AUTHORIT RSUANT TO AUTHOR	DMINISTRATIVE CHANGES (such as char Y OF FAR 43.103(b). RITY OF: Price Contract) (Mar 1	nges in payi					
			0						
	is required to sign this				l.				
4. DESCRIPTION OF AMENDMENT/MODIFICATION ( . The purposes of this modi			solicitation/contract subject matter where f	feasible.)					
Tunding allotted to this tast Limitation of Funds" Clause	k order from								
) Extend the anticipated fu	nded through	date from (	October 25, 2013 to No	ovembe	r 8, 2013.				
) Changed Contracting Office	er from Kimbe	erly N Will:	iams to Rita R James.						
. The following paragraph(s ontinued	) has/have be	een modified	d. Slip-sheets to the	contra	act are				
except as provided herein, all terms and conditions of th	e document referenced in	Item 9 A or 10A, as h	eretofore changed, remains unchanged an	d in full forc	e and effect.				
5A. NAME AND TITLE OF SIGNER (Type or print)	332		NAME AND TITLE OF CONTRACTING O	OFFICER (T	ype or print)	1			
15B. CONTRACTOR/OFFEROR	15C. DA	TE SIGNED 16B	UNITED STATES OF AMERICA		16C. DATE S	135/201			
(Signature of person authorized to sign)		/	(Signature of Contracting Officer)		10/0				
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NSN 7540-01-152-8070 Previous edition unusable

Prescribed by GSA FAR (48 CFR) 53.243 
 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000026
 PAGE 0F

NAME OF OFFEROR OR CONTRACTOR
AL RAZAO COMPUTING SERVICES

EM NO.	SUPPLIES/SERVICES	QUANTITY	1 1	UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	provided with sidebars indication change.				1.00
	Clause 12 Limitation of Funds				
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
	1				
	Obligated Amount for this Modification: \$71,023.00			i	
	New Total Obligated Amount for this Award:				
	\$4,860,315.00				
	Current Task Order Value for this Award:			-	
	\$5,724,869.00				
	Changed Contracting Officer from Kimberly N				
	Williams to Rita R James.				
	WITTIAMS TO KITCH K ORMES.			i	
	PR 4200493287				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00				
	0/2520/62/CASX22014D/361N/8014/150122/1/2	)			
	Cost Center 62RS01				
	GL Account 6100.2520				
	Order FC000000			ľ	
	WBS Element1 736466.01.06.08.01				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000				
2.	Commitment Item 2520				
	Funds Center 62				
	Fund CASX22014D Functional Area 361N				
	Appropriation 8014/150122				
	Amount: \$55,000.00				
	Amount. 933,000.00				
	pr 4200493361				
	NEW ACCOUNTING CODE ADDED:				
	Account code:			ž.	
	62CS01/6100.2520/62/FC000000/736466.01.08.08.04/00				
	0/2520/62/CASX22014D/361N/8014/150122/1/2				
	Cost Center 62CS01				
	GL Account 6100.2520				
	Order FC000000				
	WBS Element1 736466.01.08.08.04			1	
	WBS Element2				
	Network				
	Continued				

CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000026	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	NNM11AA30C/NNM11AA40T/000026	3	3

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Activity				
	Earmarked Funds				
	Item Number 000				*1
	Commitment Item 2520				
	Funds Center 62				
	Fund CASX22014D				
	Functional Area 361N				
	Appropriation 8014/150122				
	Amount: \$16,023.00				
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	Payment Terms:			AS.	
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# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$4,860,315

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

## 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2014.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly	2340	
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
	Section 1	06/24/11	
	***	07/08/11	
	W2004.01170	07/22/11	
		08/05/11	
	100	08/19/11	

Ĭ	09/02/11	(b)(4)
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	09/30/11	
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	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
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	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
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	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
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	02/01/13	
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	03/01/13	(b)(4)
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	06/07/13	
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	02/14/14	
	02/28/14	
	03/14/14	
	03/28/14	
	04/11/14	
	04/30/14	
	Total Billing	\$5,720,561

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

# 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$4,860,315 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **November 8, 2013**.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE O	F PAGES	
			4 55	QUISITION/PURCHASE REQ. NO.	E 001	1	O. (If applicable)	
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVI			Schedule	o. PRC	JECT NO	J. (II арріісавіе)	
000027 6. ISSUED BY	CODE MSFC	CK 16C		MINISTERED BY (If other than Item 6)	CODE	MSFO		
NASA/Marshall Space Fl Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight	Light Center	. 35	NAS Rit Con 256	A/Marshall Space Flight a R. James stract Specialist 5-961-0037 shall Space Flight Cen	t Cen	ter		
			1			-0.5		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  AL RAZAQ COMPUTING SERVICES  5001 SAVOY DR STE 505  HOUSTON TX 77036-3365				A. AMENDMENT OF SOLICITATION NO.  B. DATED (SEE ITEM 11)				
			x N	NA. MODIFICATION OF CONTRACT/ORDER NM11AA30C	NO.			
			1	NM11AA40T				
			10	B. DATED (SEE ITEM 13)			(4)	
CODE 035U7	DDE 035U7 FACILITY CODE							
	11. THIS IT	EM ONLY APPLIES TO A	MEND	MENTS OF SOLICITATIONS				
reference to the solicitation and this amen 12. ACCOUNTING AND APPROPRIATION I See Schedule 13. THIS ITEM ONLY API	ndment, and is received prior DATA (If required) PLIES TO MODIFICATION C	to the opening hour and on Net	Inc		345,2	226.0		
C. THIS SUPPLEMENTAL A	GREEMENT IS ENTERED	INTO PURSUANT TO AU	THOR	MINISTRATIVE CHANGES (such as change) OF FAR 43.103(b).  ITY OF: Price Contract) (Mar 19		office,		
D. OTHER (Specify type of							11	
E. IMPORTANT: Contractor	X is not. is required	to sign this document and	return	0 copies to the issui	ng office.			
<ol> <li>The purposes of this</li> <li>a) Provide incremental</li> </ol>	s modification funding in th	are to: e amount of \$	345	solicitation/contract subject matter where feas ,226; thereby increasi to \$5,205,541, pursuan	ng th		:al	
"Limitation of Funds"								
	raph(s) has/ha	ve been modif		ovember 8, 2013 to Jan				
Continued								
Except as provided herein, all terms and cor 15A. NAME AND TITLE OF SIGNER ( <i>Type</i> of		erenced in Item 9 A or 10A	16A.	eretofore changed, remains unchanged and in NAME AND TITLE OF CONTRACTING OFF				
			1	TA R. JAMES		т.		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B.	uta B. Jan	ne		SC. DATE SIGNED	120
(Signature of person authorized to	sign)			(Signature of Contracting Officer)	/		10/	

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 
 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000027
 PAGE OF 2
 OF 3

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Clause 12 Limitation of Funds		П		
	3. Except as provided herein, all terms and		П		
	conditions of this task order remain unchanged		H		
	and in full force and effect.		ΙI		
	LIST OF CHANGES:				
	Obligated Amount for this Modification:				
	\$345,226.00		1 1		
	New Total Obligated Amount for this Award:		H		
	\$5,205,541.00				
	Current Task Order Value for this Award:		ΙI		
	\$5,724,869.00				
Š	<i>43,124,003.00</i>				
	PR 4200494144		ΙI		
	NEW ACCOUNTING CODE ADDED:		Н		
	Account code:		ΙI		
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2				
	520/62/EXCX22014D/761A/8014/150115/1/2		ll		
	Cost Center 62IS40				
	GL Account 6100.2520	<i>""</i>	ΙI		
	Order FC000000	141	H		
	WBS Element1 361065.07.02.01		П		
	WBS Element2		Ш		
	Network		H		
	Activity		H		
	Earmarked Funds				
	Item Number 000			- 1	
	Commitment Item 2520				
	Funds Center 62				
	Fund EXCX22014D				
	Functional Area 761A				
	Section 19 Control of				
	Appropriation 8014/150115				
	Amount: \$68,599.00				
	PR 4200493789				
	NEW ACCOUNTING CODE ADDED:				
	Account code:	E.			
	62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2			1	
	520/62/CASX22014D/361N/8014/150122/1/2				
	Cost Center 62IS01				
	GL Account 6100.2520		ΙI		
	Order FC000000				
	WBS Element1 736466.07.10.08				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Continued	6			
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	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000027	3	3

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
-11	Funds Center 62				
	Fund CASX22014D				
	Functional Area 361N	<u> </u>			
	Appropriation 8014/150122				
	Amount: \$276,627.00				
	Payment Terms:				
	Net 30 days				
	FOB: Destination				
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# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/ Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$5,205,541

#### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through April 30, 2014.

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

# 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

## 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
7 9 27.11.77.1		06/10/11	
		06/24/11	
		07/08/11	
		07/22/11	
		08/05/11	
	the state of the s	08/19/11	

	09/02/11	(b)(4)
	09/16/11	
	09/30/11	
	10/14/11	
11.00	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
522.	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
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	07/20/12	
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

	03/01/13	(b)(4)
	03/15/13	9
	03/29/13	-
	04/12/13	-
	04/26/13	-
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	05/24/13	-
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	11/22/13	
	12/06/13	_
	12/20/13	
	01/03/14	
	01/17/14	3
	01/31/14	
	02/14/14	
	02/28/14	
The second secon	03/14/14	
	03/28/14	
	04/11/14	
	04/30/14	
	Total Billing	\$5,720,561

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

#### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

#### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$5,205,541 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>January 17, 2014</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MODIFICA	ATION OF C	ONTRACT		CONTRACT ID CODE		PAGE OF	PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIV	DATE	4. RE	QUISITION/PURCHASE REQ. NO.	5 PR	0.JECT NO	(If applicable)
000028	See Blo	V2 20-12-20-20-20-20-20-20-20-20-20-20-20-20-20		Schedule		00201110.	(n applicable)
6. ISSUED BY CODE	MSFC	CK 100	7. AD	MINISTERED BY (If other than Item 6)	CODE	MSFC	
NASA/Marshall Space Flight C Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center	enter	12	Rit Con 256	A/Marshall Space Flight a R. James tract Specialist -961-0037 shall Space Flight Cente	Cen	ter	2
8. NAME AND ADDRESS OF CONTRACTOR (No., street, AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365	county, State and		98 X 10 N1	A MODIFICATION OF CONTRACT/ORDER NO.  MM11AA30C  NM11AA40T  B. DATED (SEE ITEM 13)	).		
CODE 035U7	FACILITY CO	DE	C	5/01/2011			
(2007/2015)-201	11. THIS IT	EM ONLY APPLIES TO A	MEND	MENTS OF SOLICITATIONS		-	
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF O virtue of this amendment you desire to change an offer reference to the solicitation and this amendment, and it is ACCOUNTING AND APPROPRIATION DATA (If required See Schedule	ies of the amer to the solicitation FFERS PRIOR already submits s received prior ired)	ndment; (b) By acknowled on and amendment number to THE HOUR AND DA's ted , such change may be to the opening hour and to Net	ging reers. FATE SPE made date sp	ceipt of this amendment on each copy of the offet ALLURE OF YOUR ACKNOWLEDGEMENT TO I ECIFIED MAY RESULT IN REJECTION OF YOU by telegram or letter, provided each telegram or ecified.	BE REGISTER OFF	nitted; or (c) CEIVED AT FER If by makes	Ву
	T/ORDER IS M IN ITEM 14, PI	ODIFIED TO REFLECT T JRSUANT TO THE AUTH	HE AD	SES SET FORTH IN ITEM 14 ARE MADE IN TH MINISTRATIVE CHANGES (such as changes in OF FAR 43.103(b).			
X NFS 1852.232-77 Limit D. OTHER (Specify type of modification a		f Funds (Fixe	ed P	rice Contract) (Mar 1989	9)		
E. IMPORTANT: Contractor X is not.	is required	o sign this document and	return	Ocopies to the issuing	office		
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Co. 1. The purposes of this modification) Provide incremental funding funding allotted to this task "Limitation of Funds" Clause.	ication ng in th corder	are to: e amount of \$ from \$5,205,5	295 341	olicitation/contract subject matter where feasible, 785; thereby increasing to \$5,501,326, pursuant	e.) f th to	the	
c) Extend the anticipated function.  2. The following paragraph(s) provided with sidebars indicates.	has/ha	ve been modif					
Continued							
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	document refe	renced in Item 9 A or 10A	16A.	NAME AND TITLE OF CONTRACTING OFFICE			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	200000000000	INITED STATES OF AMERICA	)	16C.	DATE SIGNED
(Signature of person authorized to sign)			/	(Signature of Contracting Officer)	-	10	yours

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

REFERENCE NO. OF DOCUMENT BEING CONTINUED CONTINUATION SHEET NNM11AA30C/NNM11AA40T/000028

PAGE 2

3

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

M NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	Clause 12 Limitation of Funds				
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
	Oblinated Toward Con this Medicination			1 2	
	Obligated Amount for this Modification:				
	\$295,785.00				
	New Total Obligated Amount for this Award:				
	\$5,501,326.00		ll		
	Current Task Order Value for this Award:				
	\$5,724,869.00				
	PR 4200496457				
	NEW ACCOUNTING CODE ADDED:	1			
	Account code:				4
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00		li		
	0/2520/62/CASX22014D/361N/8014/150122/1/2				
	Cost Center 62RS01		ll		
	0.000 (1905) 1907				
	GL Account 6100.2520				
	Order FC000000				
	WBS Element1 736466.01.06.08.01				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Funds Center 62				
	Fund CASX22014D				
	Functional Area 361N			"	
	Appropriation 8014/150122				
	Amount: \$263,585.00				
	PR 4200496611				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62CS01/6100.2520/62/FC000000/736466.01.08.08.04/00				
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	Cost Center 62CS01				
	GL Account 6100.2520				
	Order FC000000				
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PAGE 3

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NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES

M NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	Funds Center 62				
	Fund CASX22014D		1 1		
	Functional Area 361N				
	Appropriation 8014/150122				
	Amount: \$16,000.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
	520/62/EXPX22014D/719V/8014/150124/2/3			1	
	Cost Center 62SF01			1	
	GL Account 6100.2520			i	
	Order FC000000				
	WBS Element1 006220.01.01.02			i	
	WBS Element2			1	
	Network			1	
	Activity				
	Earmarked Funds				
	Item Number 000			1	
	Commitment Item 2520			[	
	Funds Center 62				
	Fund EXPX22014D				
	Functional Area 719V	N A			
	Appropriation 8014/150124				
	Amount: \$16,200.00				
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	Payment Terms:				
	Net 30 days				
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# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$5,501,326

# 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

#### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2014.** 

## 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
titive 49)		06/24/11	
10	<i>"</i>	07/08/11	
		07/22/11	
***	W	08/05/11	
N, 2000	5	08/19/11	

	09/02/11	(b)(4)
	09/16/11	
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
1244	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
- 100	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
302	07/20/12	
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	

03/01/13	(b)(4)
03/15/13	-
03/29/13	-
04/12/13	-
04/26/13	-
05/10/13	-
05/24/13	-
06/07/13	
06/21/13	
07/05/13	
07/19/13	
08/02/13	
08/16/13	
08/30/13	
09/13/13	-
09/27/13	
10/11/13	
10/25/13	
11/08/13	-
11/22/13	
12/06/13	
12/20/13	
01/03/14	
01/17/14	
01/31/14	
02/14/14	
02/28/14	
03/14/14	
03/28/14	
04/11/14	
04/30/14	
Total Billing	\$5,720,561

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$5,501,326 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>March 14, 2014</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MODIFICA	ATION OF CONTRACT		CONTRACT ID CODE	PAGE	OF PAGES		
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4.05	QUISITION/PURCHASE REQ. NO.	1 1	NO. (If applicable)		
			Schedule	J. PROJECT	NO. (п арріїсавіе)		
000029 6. ISSUED BY CODE	See Block 16C MSFC	0.0000000000000000000000000000000000000	7. ADMINISTERED BY (If other than Item 6) CODE MSFC				
NASA/Marshall Space Flight C Office of Procurement		NAS Rit	NASA/Marshall Space Flight Center Rita R. James				
Rita R James rita.r.james@nasa.gov		tract Specialist -961-0037					
Marshall Space Flight Center		shall Space Flight Cer	nter AL 35	5812			
8. NAME AND ADDRESS OF CONTRACTOR (No., street,	county, State and ZIP Code)	(x) 9A	A. AMENDMENT OF SOLICITATION NO.				
L RAZAQ COMPUTING SERVICES 0001 SAVOY DR STE 505 00USTON TX 77036-3365			3. DATED (SEE ITEM 11)				
		1 1	A. MODIFICATION OF CONTRACT/ORDER NM11AA30C NM11AA40T	R NO.			
		10	B. DATED (SEE ITEM 13)		***		
CODE 035U7	FACILITY CODE		05/01/2011				
	11. THIS ITEM ONLY APPLIE	S TO AMEND	MENTS OF SOLICITATIONS		X		
THE PLACE DESIGNATED FOR THE RECEIPT OF C virtue of this amendment you desire to change an offer reference to the solicitation and this amendment, and it 12. ACCOUNTING AND APPROPRIATION DATA (If required see Schedule	r already submitted , such change is received prior to the opening ho	e may be made	by telegram or letter, provided each telegra ecified.				
A. THIS CHANGE ORDER IS ISSUED PORDER NO. IN ITEM 10A.	URSUANT TO: (Specify authority	y) THE CHANG	ODIFIES THE CONTRACT/ORDER NO. AS  GES SET FORTH IN ITEM 14 ARE MADE IN  MINISTRATIVE CHANGES (such as chang)  OF FAR 43.103(b).	N THE CONTRAC	Т		
C. THIS SUPPLEMENTAL AGREEMENT	IS ENTERED INTO PURSUANT	T TO AUTHOR	ITY OF:				
X NFS 1852.232-77 Limit  D. OTHER (Specify type of modification)		(Fixed P	rice Contract) (Mar 19	989)			
E. IMPORTANT: Contractor X is not.	is required to sign this docum	nent and return	0 copies to the issue	uing office.			
4. DESCRIPTION OF AMENDMENT/MODIFICATION ( . The purposes of this modified the control of the co		ngs, including s	solicitation/contract subject matter where fea	asible.)			
) Provide incremental funding allotted to this task Limitation of Funds" Clause	c order from \$5,5				otal		
) Extend the anticipated fur	nded through date	e from M	arch 17, 2014 to April	L 11, 2014	1.		
. The following paragraph(s) rovided with sidebars indica		nodified	. Slip-sheets to the o	contract a	are		
ontinued				100 March 15			
Except as provided herein, all terms and conditions of the ISA. NAME AND TITLE OF SIGNER ( <i>Type or print</i> )	e document referenced in Item 9 i	16A.	retofore changed, remains unchanged and NAME AND TITLE OF CONTRACTING OF TAR. JAMES				
5B. CONTRACTOR/OFFEROR	15C. DATE SIGN		UNITED STATES OF AMERICA		16C. DATE SIGNED		
(Signature of person authorized to sign)		12	(Signature of Gontracting Officer)		1/19/201		

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 
 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000029
 PAGE OF 2
 OF 3

NAME OF OFFEROR OR CONTRACTOR

EM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Clause 12 Limitation of Funds				
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
	Obligated Amount for this Modification:				
	\$158,808.00				
	New Total Obligated Amount for this Award:				
	\$5,660,134.00				
	Current Task Order Value for this Award:				
	\$5,724,869.00				
	PR 4200500518				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62CS01/6100.2520/62/FC000000/736466.01.08.08.04/00				
	0/2520/62/CASX22014D/361N/8014/150122/2/3				
	Cost Center 62CS01				
	GL Account 6100.2520				
	Order FC000000				
	WBS Element1 736466.01.08.08.04				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
,	Item Number 000				
	Commitment Item 2520				
	Funds Center 62				
	Fund CASX22014D				
	Functional Area 361N				
	Appropriation 8014/150122				
	Amount: \$24,052.00				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2			1	
	520/62/EXCX22014D/761A/8014/150115/1/2				
	Cost Center 62IS40				
	GL Account 6100.2520				
	Order FC000000				
	WBS Element1 361065.07.02.01				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Funds Center 62				
	Fund EXCX22014D				
	Continued				
		1			
		1	1	1	

CONTINUATION SHEET
REFERENCE NO. OF DOCUMENT BEING CONTINUED
NNM11AA30C/NNM11AA40T/000029

PAGE OF 3

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Functional Area 761A		П		
	Appropriation 8014/150115				
	Amount: \$56,499.00				
	PR 4200500175				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2			1	
	520/62/EXPX22014D/719V/8014/150124/1/2				
	Cost Center 62SF01				
	GL Account 6100.2520				
	Order FC000000				
	WBS Element1 006220.01.01.02				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Funds Center 62				
	Fund EXPX22014D				
	Functional Area 719V				
	Appropriation 8014/150124				
	Amount: \$48,600.00				
	PR 4200500913				
	NEW ACCOUNTING CODE ADDED:				
	Account code:		9		
	62IS70/6100.2520/62/FC000000/884160.01.50.02.08/00			ŀ	
	0/2520/62/CASX22014D/922A/8014/150122/1/2				
	Cost Center 62IS70				
	GL Account 6100.2520				
	Order FC000000				
	WBS Element1 884160.01.50.02.08				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000 Commitment Item 2520				
	Funds Center 62				
	Fund CASX22014D				
1	Functional Area 922A				
	Appropriation 8014/150122				
	Amount: \$29,657.00				
	1110anc. 425/001.00				
				×	
	Payment Terms:				
	Net 30 days			97	
	FOB: Destination				
				_RT	

### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		-
(b)(4)		\$5,660,134

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2014**.

### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
Books and a second	111 11 11 11 11 11 11 11 11 11 11 11 11	06/24/11	
		07/08/11	
		07/22/11	
	442	08/05/11	
		08/19/11	

09/16/11 09/30/11 10/14/11 10/28/11 11/11/11 11/25/11 12/09/11 12/23/11 01/06/12
10/14/11 10/28/11 11/11/11 11/25/11 12/09/11 12/23/11 01/06/12
10/28/11 11/11/11 11/25/11 12/09/11 12/23/11 01/06/12
11/11/11 11/25/11 12/09/11 12/23/11 01/06/12
11/11/11 11/25/11 12/09/11 12/23/11 01/06/12
11/25/11 12/09/11 12/23/11 01/06/12
12/23/11 01/06/12
12/23/11 01/06/12
01/06/12
01/20/12
02/03/12
02/17/12
03/02/12
03/16/12
03/30/12
04/13/12
04/27/12
05/11/12
05/25/12
06/08/12
06/22/12
07/06/12
07/20/12
08/03/12
08/17/12
08/31/12
09/14/12
09/28/12
10/12/12
10/26/12
11/09/12
11/23/12
12/07/12
12/21/12
01/04/13
01/18/13
02/01/13
02/15/13

	1 02/01/12	(b)(4)
	03/01/13	
	03/15/13	
	03/29/13	
	04/12/13	
	04/26/13	
	05/10/13	
	05/24/13	
	06/07/13	
	06/21/13	
	07/05/13	
	07/19/13	
	08/02/13	
	08/16/13	
	08/30/13	
	09/13/13	
	09/27/13	
	10/11/13	
	10/25/13	
	11/08/13	
	11/22/13	
	12/06/13	
	12/20/13	
	01/03/14	- TOTAL
	01/17/14	
	01/31/14	
	02/14/14	
	02/28/14	
	03/14/14	
	03/28/14	
	04/11/14	
# 194 310 <b>*</b>	04/30/14	
	Total Billing	\$5,720,561

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$5,660,134 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **April 11**, 2014.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDIN	IENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		CONTRACT ID CODE		PAGE OF PAGES		
2. AMENDM	IENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REC	QUISITION/PURCHASE REQ. NO.	5. PR	1 2 OJECT NO. (If applicable)		
000030		See Block 16C	See	Schedule				
6. ISSUED E	BY CODE	MSFC	7. AD	MINISTERED BY (If other than Item 6)	CODE	MSFC		
NASA/Marshall Space Flight Center Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center AL 35812				NASA/Marshall Space Flight Center Rita R. James Contract Specialist 256-961-0037 Marshall Space Flight Center AL 35812				
8. NAME AN	ID ADDRESS OF CONTRACTOR (No., street,	county, State and ZIP Code)	(x) 9A	. AMENDMENT OF SOLICITATION NO.				
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365				9B. DATED (SEE ITEM 11)  x 10A. MODIFICATION OF CONTRACT/ORDER NO. NNM1 1 AA 3 0 C NNM1 1 AA 4 0 T				
			10	B. DATED (SEE ITEM 13)				
CODE 0	35U7	FACILITY CODE	]   0	5/01/2011				
( <del>)</del>		11. THIS ITEM ONLY APPLIES TO	AMENDA	MENTS OF SOLICITATIONS				
Items 8 ar separate Io THE PLAC virtue of the reference	nd 15, and returning copetter or telegram which includes a reference CE DESIGNATED FOR THE RECEIPT OF Cois amendment you desire to change an offer to the solicitation and this amendment, and it	pies of the amendment; (b) By acknowle to the solicitation and amendment numb PFERS PRIOR TO THE HOUR AND D. already submitted, such change may b s received prior to the opening hour and	dging red bers. FA ATE SPE be made	on or as amended, by one of the following met ceipt of this amendment on each copy of the off ALLURE OF YOUR ACKNOWLEDGEMENT TO ECIFIED MAY RESULT IN REJECTION OF YOU by telegram or letter, provided each telegram or ecified.	er subr BE RE JR OFF	nitted; or (c) By CEIVED AT FER If by		
12. ACCOUNTSee Sci	NTING AND APPROPRIATION DATA (If requ	nired) Net	Inc	rease: \$6	4,7	35.00		
see sci		DDIEICATION OF CONTRACTS/ORDER	e it M	ODIFIES THE CONTRACT/ORDER NO. AS DES	CDIDE	D IN ITEM 44		
CHECK ONE		T/ORDER IS MODIFIED TO REFLECT IN ITEM 14, PURSUANT TO THE AUT	THE AD HORITY	SES SET FORTH IN ITEM 14 ARE MADE IN THE MINISTRATIVE CHANGES (such as changes in OF FAR 43.103(b).				
	D. OTHER (Specify type of modification of	and authority)						
E. IMPORTAI	NT: Contractor X is not.	is required to sign this document an	d return	copies to the issuing	office.			
14. DESCRI		Organized by UCF section headings, inc		olicitation/contract subject matter where feasible				
funding		order from \$5,660,		735; thereby increasing to \$5,724,869, pursuant				
	end the anticipated fur the Task Order.	nded through date fr	om Aj	pril 11, 2014 to April 3	30,	2014, fully		
	ed with sidebars indica		fied	. Slip-sheets to the cor	ntra	ct are		
		e document referenced in Item 9 A or 10		retofore changed, remains unchanged and in fu				
15A. NAME A	AND TITLE OF SIGNER (Type or print)	,	000000000000000000000000000000000000000	NAME AND TITLE OF CONTRACTING OFFIC	ER (Ty	pe or print)		
15B. CONTR	ACTOR/OFFEROR	15C. DATE SIGNED		UNITED STATES OF AMERICA	)	3/20/20/4		
NSN 7540-01	(Signature of person authorized to sign) 1-152-8070		1. 1	(Signature of Contracting Officer)	ANDAF	RD FORM 30 (REV. 10-83)		

Prescribed by GSA FAR (48 CFR) 53.243 CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000030

PAGE 2

OF 2

NAME OF OFFEROR OR CONTRACTOR
AL RAZAO COMPUTING SERVICES

-	2 COMPUTING SERVICES				
ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Clause 12 Limitation of Funds				
	ordano ir bimiedelon of fando				
	3. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.	8			
	LIST OF CHANGES:				
	New Total Amount for this Award: \$5,724,869.00				
	Obligated Amount for this Modification: \$64,735.00				
	New Total Obligated Amount for this Award:				
	\$5,724,869.00				
	Current Task Order Value for this Award:				
	\$5,724,869.00				
	PR 4200506543				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
	520/62/EXPX22014D/719V/8014/150124/1/2			-,	
	Cost Center 62SF01				
	GL Account 6100.2520				
	Order FC000000			1	
	WBS Element1 006220.01.01.02				
	WBS Element2				
	Network				
	Activity		1	1	
	Earmarked Funds				
	Item Number 000			-	
	Commitment Item 2520 Funds Center 62				
	Fund EXPX22014D				
	Functional Area 719V				
	Appropriation 8014/150124				
	Amount: \$64,735.00	_			
-					
	Payment Terms:				
- 1	Net 30 days				
1	FOB: Destination				
İ		1			
40-01-152-8					

### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$5,724,869

Total Labor Obligations	Travel	Total TO Obligations
(b)(4)		
(b)(4)		\$5,724,869

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2014.** 

### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
	1.0-10 (10)	06/24/11	
		07/08/11	
***	# 10 30 TM	07/22/11	
		08/05/11	
	200	08/19/11	

Î I	09/02/11	(b)(4)
	09/02/11	
		_
	09/30/11	_
	10/14/11	
	10/28/11	
	11/11/11	_
	11/25/11	_
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
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	02/17/12	
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75 100-110-	12/21/12	
	01/04/13	
	01/18/13	
	02/01/13	
	02/15/13	
	02/13/13	

	03/01/13	(b)(4)
	03/15/13	
	03/29/13	a
	04/12/13	
	04/26/13	
	05/10/13	a
	05/24/13	-
	06/07/13	-
	06/21/13	-
	07/05/13	-
	07/19/13	-
	08/02/13	-
	08/16/13	-
	08/30/13	-
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	11/08/13	-
	11/08/13	-
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	Barrow Martin Martin Martin	_
	03/14/14	
	03/28/14	_
	04/11/14	
	04/30/14	
	Tet-I Dilli	¢5 700 571
	Total Billing	\$5,720,561

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$5,724,869 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>April 30, 2014</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

- (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
  - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
- (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

AMENDMENT OF SOLICITATION/MODIFIC	CATION OF CONTRACT		1. CONTRACT ID CODE	PAGE	OF PAGES
	AND STATE OF THE S			. 1	
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	SW-T	QUISITION/PURCHASE REQ. NO. Schedule	5. PROJEC	T NO. (If applicable)
000031 6. ISSUED BY CODE	See Block 16C		OMINISTERED BY (If other than Item 6)	CODE MS	7.70
NASA/Marshall Space Flight of Office of Procurement Rita R James rita.r.james@nasa.gov Marshall Space Flight Center	Center	NAS Rit Con 256	A/Marshall Space Flight a R. James atract Specialist 5-961-0037 shall Space Flight Center	Center	
8. NAME AND ADDRESS OF CONTRACTOR (No., stree	et, county, State and ZIP Code)	(x) 9/	A. AMENDMENT OF SOLICITATION NO.		7.5
AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		9E	DA MODIFICATION OF CONTRACT/ORDER NO NM1 1AA30C NM1 1AA40T	<b>)</b> .	
		10	DB. DATED (SEE ITEM 13)		2 1 124
CODE 035U7	FACILITY CODE		05/01/2011		
	11. THIS ITEM ONLY APPLIES TO	AMEND	MENTS OF SOLICITATIONS		
separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an ofference to the solicitation and this amendment, and 12. ACCOUNTING AND APPROPRIATION DATA (If received See Schedule	pies of the amendment; (b) By acknowle to the solicitation and amendment num OFFERS PRIOR TO THE HOUR AND Der already submitted, such change may be is received prior to the opening hour an unired)  Ne	edging rentered in the control of th	eceipt of this amendment on each copy of the off AILURE OF YOUR ACKNOWLEDGEMENT TO ECIFIED MAY RESULT IN REJECTION OF YOU by telegram or letter, provided each telegram or pecified.  \$1	BE RECEIVE JR OFFER In letter makes	or (c) By ED AT If by B
13. THIS ITEM ONLY APPLIES TO M	MODIFICATION OF CONTRACTS/ORDE	RS. IT M	ODIFIES THE CONTRACT/ORDER NO. AS DES	CRIBED IN I	TEM 14.
B. THE ABOVE NUMBERED CONTRA appropriation date, etc.) SET FORT		T THE AL THORITY	GES SET FORTH IN ITEM 14 ARE MADE IN THE DMINISTRATIVE CHANGES (such as changes in Y OF FAR 43.103(b).		
D. OTHER (Specify type of modification	n and authority)	k = 100			
X FAR 52.217-9 Option	to Extend the Terms	of t	the contract (Mar 2000)		
E. IMPORTANT: Contractor  is not.	is required to sign this document a	recreasion to each	3	office.	2010
14 DESCRIPTION OF AMENDMENT/MODIFICATION  1. The purposes of this modi	(Organized by UCF section headings, in	III. I CONTRACTOR OF THE PARTY		1000V	W. J. J.
a) Pursuant to the Option to Contract NNM11AA30C Option 3 and Management Operations Of through the extended Period of \$2,020,980;	(Yr 4), this task of fice, and Acquisition	order on an	Shuttle Propulsion Offi d Business Support will	ice, Bu contin	usiness nue
b) Increase support of $(b)(4)$ $(b)(4)$ with an effective of		sitic	on under PWS 3.1.2/IS01 :	in the	amount of
Continued					
Except as provided herein, all terms and conditions of the state of th	he document referenced in Item 9 A or 1				100000000000000000000000000000000000000
Langston Hunter for Ro	about Pros War	1	NAME AND TITLE OF CONTRACTING OFFICE erry K Fenn	ER (Type or	puit)
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED		UNITED STATES OF AMERICA		16C. DATE SIGNED
(Signature of person authorized to sign)	4/30/14	96	(Signature of Contracting Officer)		0/1/2014
NSN 7540-01-152-8070 Previous edition unusable	,		Pri	ANDARD FO escribed by G R (48 CFR) 5	

**CONTINUATION SHEET** 

REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000031

PAGE 2

OF 4

NAME OF OFFEROR OR CONTRACTOR

AL RAZAO COMPUTING SERVICES

EM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	c) Add support of (b)(4)				
	position under PWS 3.7.1/AS01 in the amount of				
	(b)(4)				
	Delete suppost of (b)(4)				
	d) Delete support of (b)(4) position under PWS 3.1.1/ISO1 in the amount of				
	(b)(4)				
	(5)(4)				
	e) Incorporate travel in the amount of $(b)(4)$	1			
	f) As a result of (a) through (e), the task order				
	value is increase by (b)(4) from (b)(4)		H		
	to (b)(4)				
	g) Provide incremental funding in the amount of				
	\$1,033,113; thereby increasing the total funding				
	allotted to this task order from \$5,724,869 to			1	
	\$6,757,982, pursuant to the "Limitation of Funds"				
	Clause.				
	h) Extend the anticipated funded through date				
	from April 30, 2014 to October 10, 2014.				
	i) Update task order Clause 7, Payment and			1	
	Consideration, to reflect billing periods through				
	April 30, 2015.			1	
				-	
	2. The following paragraph(s) has/have been				
	modified. Slip-sheets to the contract are			- 1	
	provided with sidebars indication change.				
	Clause 3 Period of Performance			İ	
	Clause 7 Consideration and Payment			ł	
	Clause 12 Limitation of Funds			- 1	
	3. Contractor's Statement of Release				
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
	claims arising out of or attributable to the				
	issuance of the contract change(s) and/or				
	contractor proposal(s) listed below, the				
	contractor hereby releases the Government from				
	any and all liability under this contract for				
	further equitable adjustments attributable to			1	
	such facts or circumstances giving rise to said				
	contract change(s) and/or contractor proposal(s),				
	and for such additional obligations as may be required by this modification.				
	required by this modification.				
	Continued				
		1		[	

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000031
 PAGE OF 3
 OF 3

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	200000000	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Contract Change Identification: Task Order NNM11AA40T, Modification No. 31 against Contract NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated April 15, 2014.				
	4. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect.  LIST OF CHANGES:				
	Reason for Modification : Exercise an Option				
	Period Of Performance End Date changed from 2014-04-30 to 2015-04-30		-		
	Total Amount for this Modification: \$2,142,129.00 Obligated Amount for this Modification: \$1,033,113.00 Current Obligated Value for this Award: \$6,757,982.00 Current Task Order Value for this Award: \$7,866,998.00 Payment Terms: Net 30 days FOB: Destination				
04	Option 3 (Contract Year 4) Incrementally Funded Amount: \$1,033,113.00 Requisition No: 4200510893, 4200510943, 4200511005				2,142,129.
	Accounting Info: 62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2 520/62/CASX22014D/361N/8014/150122/1/2 Cost Center: 62IS01 GL Account: 6100.2520 Order: FC000000 WBS Element1: 736466.07.10.08 Item Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: CASX22014D Functional Area: 361N Appropriation: 8014/150122 Funded: \$297,359.00 Accounting Info: 62IS70/6100.2520/62/FC000000/884160.01.50.02.08/00 0/2520/62/CASX22014D/922A/8014/150122/2/3 Cost Center: 62IS70 GL Account: 6100.2520 Order: FC000000 WBS Element1: 884160.01.50.02.08 Item Number: 000 Commitment Item: 2520 Funds Center: 62 Fund: CASX22014D Functional Area: 922A Appropriation: 8014/150122 Funded: \$28,947.00 Continued				

	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000031	4	4

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

M NO.	SUPPLIES/SERVICES	QUANTITY	000	UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	Accounting Info:				
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2				
	520/62/EXCX22014D/761A/8014/150115/3/4 Cost				
	Center: 62IS40 GL Account: 6100.2520 Order:				
	FC000000 WBS Element1: 361065.07.02.01 Item		H		
	Number: 000 Commitment Item: 2520 Funds Center:		H	1	
	62 Fund: EXCX22014D Functional Area: 761A	0			
	Appropriation: 8014/150115	8			
	Funded: \$118,087.00				
	Accounting Info:				
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00				
	0/2520/62/CASX22014D/361N/8014/150122/4/5 Cost				
	Center: 62RS01 GL Account: 6100.2520 Order:				
	FC000000 WBS Element1: 736466.01.06.08.01 Item				
	Number: 000 Commitment Item: 2520 Funds Center:				
	62 Fund: CASX22014D Functional Area: 361N				
	Appropriation: 8014/150122				
	Funded: \$330,000.00				
	Accounting Info:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2				
	520/62/EXPX22014D/719V/8014/150124/5/6 Cost				
	Center: 62SF01 GL Account: 6100.2520 Order:				
	FC000000 WBS Element1: 006220.01.01.02 Item				
	Number: 000 Commitment Item: 2520 Funds Center:				
	62 Fund: EXPX22014D Functional Area: 719V				
	Appropriation: 8014/150124				
	Funded: \$166,666.00				
	Accounting Info:			4	
	62CS01/6100.2520/62/FC000000/736466.01.08.08.04/00				
	0/2520/62/CASX22014D/361N/8014/150122/1/2 Cost				
	Center: 62CS01 GL Account: 6100.2520 Order:				
	FC000000 WBS Element1: 736466.01.08.08.04 Item				
	Number: 000 Commitment Item: 2520 Funds Center:				
				12	
	62 Fund: CASX22014D Functional Area: 361N				
	Appropriation: 8014/150122				
	Funded: \$49,450.00				
	Accounting Info:				
	62AS40/6100.2520/62/FC000000/736466.01.10.08.01.1/				
	2/000/2520/62/CASX22014D/361N/8014/150122/1/2				
	Cost Center: 62AS40 GL Account: 6100.2520 Order:				
	FC000000 WBS Element1: 736466.01.10.08.01.1 WBS				
	Element2: 2 Item Number: 000 Commitment Item:				
	2520 Funds Center: 62 Fund: CASX22014D Functional		1		
	Area: 361N Appropriation: 8014/150122				
	Funded: \$42,604.00				
			1		
			1		

### TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications
AS01/Office of Center Operations

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$7,866,998

Total Labor Obligations	Travel	Total TO Obligations	
(b)(4)		-	- 3
(b)(4)		\$6,757,982	

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2015.** 

### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

### NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	•
		06/10/11	
		06/24/11	

f T	07/00/11	(b)(4)
	07/08/11	(5)(1)
	07/22/11	
	08/05/11	
	08/19/11	
	09/02/11	
	09/16/11	
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
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	01/18/13	

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	02/01/13	(b)(4)
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	08/01/14	
	08/15/14	

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08/29/14	(b)(4)
09/12/14	
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10/24/14	
11/07/14	
11/21/14	
12/05/14	
12/19/14	
01/02/15	
01/16/15	
01/30/15	
02/13/15	
02/27/15	
03/13/15	
03/27/15	
04/10/15	
04/30/15	
2 21/2 PART 1 - 2 11 WA 2 12/2 Mes	
Total Billing	\$7,860,411

### 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

### 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

## 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$6,757,982 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through <u>October 10, 2014</u>.
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall,

upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

### 3.0 BUSINESS SUPPORT

### 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager.

### 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

## 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

## 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a

variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

# 3.6 CS01/Office of Strategic Analysis and Communications

3.6.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

# 3.7 AS01/Office of Center Operations

3.7.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

(b)(4)

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 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000032
 PAGE 2
 OF 2
 4

NAME OF OFFEROR OR CONTRACTOR

AL RAZAQ COMPUTING SERVICES ITEM NO. SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT (C) (D) (A) (B) (E) (F) d) As a result of (a) through (c), the task order value is increase by (b)(4) from (b)(4)(b)(4)e) Provide incremental funding in the amount of \$78,017; thereby increasing the total funding allotted to this task order from \$6,757,982 to \$6,835,999, pursuant to the "Limitation of Funds" Clause. f) Extend the anticipated funded through date from October 10, 2014 to October 24, 2014. 2. The following paragraph(s) has/have been modified. Slip-sheets to the contract are provided with sidebars indication change. Clause 7 Consideration and Payment Clause 12 Limitation of Funds 3. Contractor's Statement of Release In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the contract change(s) and/or contractor proposal(s) listed below, the contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s), and for such additional obligations as may be required by this modification. Contract Change Identification: Task Order NNM11AA40T, Modification No. 32 against Contract NNM11AA30C. Contractor Proposal Number: ARCS Proposal dated August 20, 2014. 4. Except as provided herein, all terms and conditions of this task order remain unchanged and in full force and effect. LIST OF CHANGES: Total Amount for this Modification: \$75,210.00 Obligated Amount for this Modification: \$78,017.00 New Total Obligated Amount for this Award: \$6,835,999.00 New Total Amount for this Award: \$7,942,208.00 Continued ...

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 PAGE OF 3
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NAME OF OFFEROR OR CONTRACTOR
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	Cost Center 62AS40				
	GL Account 6100.2520				
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	Commitment Item 2520				
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NAME OF OFFEROR OR CONTRACTOR
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ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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	Commitment Item 2520		11		
	Funds Center 62		11		
	Fund CASX22014D		1 1		
	Functional Area 361N		11		
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	Appropriation 8014/150122				
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# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications
AS01/Office of Center Operations

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$7,942,208

	Travel	Total TO
<b>Obligations</b>	8	Obligations
(b)(4)		
		ege.

### 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

#### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

### 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2015.** 

# 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	-
		06/10/11	
		06/24/11	

1	07/08/11	(b)(4)
	07/22/11	
	08/05/11	4
	08/19/11	
	09/02/11	4
	09/16/11	1
	09/30/11	
	10/14/11	
	10/28/11	0
	11/11/11	4
	11/25/11	a .
	12/09/11	1
	12/23/11	•
	01/06/12	2
	01/20/12	
2	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	1
	04/13/12	1
	04/27/12	
	05/11/12	
	05/25/12	
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	04/10/15	
	04/30/15	
	<b>Total Billing</b>	\$7,935,621

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

# 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

# 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$6,835,999 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **October 24, 2014.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall,

upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

#### 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

# 3.1 IS01/Office of the Chief Information Officer (CIO)

- 3.1.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.1.3 RESERVED

- 3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)
- 3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

# 3.2 RS01/Office of the Chief Financial Officer (CFO)

- 3.2.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

# 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

- 3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)
- 3.3.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

**3.4.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May

lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)

3.4.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

# 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

# 3.6 CS01/Office of Strategic Analysis and Communications

#### 3.6.1 RESERVED

3.6.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)

# 3.7 AS01/Office of Center Operations

3.7.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

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The above numbered solicitation is amended as set froit in liter 4. The hour and date specified for receipt of this members are disk and returning copies of the amendment, by according for the solicitation or as amended, by one of the following methods: (a) Ry completing thems a and 4.5 and returning copies of the amendment on each copy of the offer settlement or (c) By separate letter or length which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PROR TO THE HOURAND DATE SPECIFIED MY RESULTED ON YOUR OFFER It by virtue of this amendment on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on the settlement on each copy of the offer settlement of the settlement on each copy of the offer settlement of the settlement on each copy of the offer settlement of the settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on the settlement on each copy of the offer settlement on each copy of the offer settlement of the settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the offer settlement on each copy of the other settlement on each copy of the other settlement on each copy of the other white the settlement on each copy of the other settlement on each copy of the offer settlement on each copy of the other settlement on each copy of the other settlement on each copy of the other settlement on each copy of the other settlement on each copy of the other settlement on each copy of the other settlement on the settlement on each copy of the other settlement on the other settlement on the other settlement on the other settl	AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		x 10, NI	A. MODIFICATION OF CONTRACT/ORDE IM11AA30C IM11AA40T	R NO.	
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A THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).  C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF FAR 43.103(b).  D. OTHER (Specify type of modification and authority)  E. IMPORTANT: Contractor	THE PLACE DESIGNATED FOR THE RECEIPT OF 0 virtue of this amendment you desire to change an offer reference to the solicitation and this amendment, and 12. ACCOUNTING AND APPROPRIATION DATA (If requised Schedule	DEFERS PRIOR TO THE HOUR A r already submitted, such change is received prior to the opening ho uired)	AND DATE SPE may be made our and date sp Net Inc	CIFIED MAY RESULT IN REJECTION OF by telegram or letter, provided each telegra ecified. rease:	YOUR OF am or letter	FER If by makes
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E. IMPORTANT: Contractor	X FAR 52.243-1 Changes	(Firm-Fixed Pric	e) and	43.103 (a)		
14. DESCRIPTION OF AMENDMENTMODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  1. The purposes of this modification are to:  a) Delete support of (b)(4) position under PWS 3.1.1/ISO1 in the amount of (b)(4);  b) Increase support of (b)(4) position under PWS 3.1.2/ISO1 in the amount of (b)(4);  c) Incorporate travel incurred in the amount of (b)(4);  d) As a result of (a) through (c), the task order value is increase by (b)(4) from Continued  Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.  15A. NAME AND TITLE OF SIGNER (Type or print)  Langton Hunter for Contents from Mar RITA R. JAMES  15B. CONTENTION OF AMERICA 16C. DATE SIGNED  16B. UNITED STATES OF AMERICA 16C. DATE SIGNED	D. OTHER (Specify type of modification	and authority)				
1. The purposes of this modification are to:  a) Delete support of (b)(4)  position under PWS 3.1.1/IS01 in the amount of (b)(4);  b) Increase support of (b)(4)  c) Incorporate travel incurred in the amount of (b)(4);  d) As a result of (a) through (c), the task order value is increase by (b)(4)  Except as provided herein, all terms and conditions of the document referenced in Hem 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.  15A. NAME AND TITLE OF SIGNER (Type or print)  Lang ten Hunter for Contents from Mag. RITA R. JAMES  15B. CONTRACTORYOFFEROR  15C. DATE SIGNED  16B. UNITED STATES OF AMERICA  16C. DATE SIGNED  16C. DATE SIGNED  16D. ALM Butter from Mag. 100 (100 (100 (100 (100 (100 (100 (100	E. IMPORTANT: Contractor is not.	x is required to sign this docume	ent and return	2 copies to the iss	suing office	).
(b)(4);  b) Increase support of (b)(4) position under PWS 3.1.2/ISO1 in the amount of (b)(4)  c) Incorporate travel incurred in the amount of (b)(4);  d) As a result of (a) through (c), the task order value is increase by (b)(4) from Continued  Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.  15A. NAME AND TITLE OF SIGNER (Type or print)  Law y ton Huntur for Contents from Mar.  15B. Colystactory of FEROR  15C. DATE SIGNED  16B. UNITED STATES OF AMERICA  16C. DATE SIGNED	The state of the second of the	tanggan, manggan penggan penggan dalam dalam katan dalam dalam kenggan penggan penggan penggan kenggan kenggan Dianggan	ngs, including s	olicitation/contract subject matter where fe	easible.)	
(b)(4)  c) Incorporate travel incurred in the amount of (b)(4);  d) As a result of (a) through (c), the task order value is increase by (b)(4) from Continued  Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.  15A. NAME AND TITLE OF SIGNER (Type or print)  Lang tan Hunter for Contents from Mar.  15B. CONTENTING OFFICER (Type or print)  15C. DATE SIGNED  16B. UNITED STATES OF AMERICA  16C. DATE SIGNED	a) Delete support of (b)(4) (b)(4);	p	osition	under PWS 3.1.1/IS01	in tl	he amount of
d) As a result of (a) through (c), the task order value is increase by (b)(4) from Continued  Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.  15A. NAME AND TITLE OF SIGNER (Type or print)    16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	b) Increase support of $(b)(4)$ $(b)(4)$		positio	n under PWS 3.1.2/IS0	1 in	the amount of
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.  15A. NAME AND TITLE OF SIGNER (Type or print)  16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)  15B. CONTRACTING OFFICER (Type or print)  15B. UNITED STATES OF AMERICA  16C. DATE SIGNED  16C. DATE SIGNED	c) Incorporate travel incurr	ed in the amount	of (b)(4)	;		_
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NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243 **CONTINUATION SHEET** 

REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000033

PAGE 2

5

NAME OF OFFEROR OR CONTRACTOR
AT. RAZAO COMPUTING SERVICES

NO.	SUPPLIES/SERVICES	QUANTIT	YUNIT	UNIT PRICE	AMOUNT
)	(B)	(C)	(D)	(E)	(F)
	(b)(4)				
	e) This modification also makes an administrative		1 1		
	change to remove Shuttle Propusion from the				
	description on Mod 31 section 14(a);				
	description on nod of section in (d),				
	f) Provide incremental funding in the amount of		1 1		
	\$366,425; thereby increasing the total funding		1 1	İ	
	allotted to this task order from \$6,835,999 to				
	\$7,202,424, pursuant to the "Limitation of Funds"		1 1		
	Clause.		11		
	g) Extend the anticipated funded through date				
	from October 24, 2014 to December 19, 2014.				
	Trum occopie by both to become in the both to be become in the both to be become in the both to be become in the both to be become in the both to be become in the both to be become in the both to be become in the both to be become in the best to be become in the best to be become in the best to be become in the best to be become in the best to be become in the best to be become in the best to be become in the best to be become in the best to be become in the best to be be become in the best to be be become in the best to be become in the best to be be become in the best to be become in the best to be become in the best to be become in the best to be be because in the best to be be become in the best to be be because in the best to be be best to be be best to be be because in the best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be best to be be be best to be be best to be be best to be be best to be be be better to be be better to be be be better to be be better to be be better to be be be be better to be be better to be be better to be be be better to be be better to be be better to be be better to be be better to be be better to be be be better to be be be better to be be better to be be be better to be be be better to be be be better to be be be be be better to be be be better to be be be be be better to be be be be be better to be be be be be be be be better to be be be be be better to be be be be be better to be be be be be be be be be better to be be be be be be be be be better to be be be be be be be be be be be be be			la la la la la la la la la la la la la l	
	2. The following paragraph(s) has/have been				
	modified. Slip-sheets to the contract are				
	provided with sidebars indication change.				
	Clause 7 Consideration and Payment			İ	
	Clause 12 Limitation of Funds				
	3. Contractor's Statement of Release		1 1		
	In consideration of the modification(s) agreed to				
	herein as complete equitable adjustment for all				
	claims arising out of or attributable to the		1 1		
	issuance of the contract change(s) and/or		1 1		
	contractor proposal(s) listed below, the				
- 1	contractor hereby releases the Government from any and all liability under this contract for			•	
l	further equitable adjustments attributable to		1 1		
1	such facts or circumstances giving rise to said				
	<pre>contract change(s) and/or contractor proposal(s),</pre>	ľ		1	
	and for such additional obligations as may be		1 1		
	required by this modification.				
	Contract Change Identification: Task Order				
- 1	NNM11AA40T, Modification No. 33 against Contract				
	NNM11AA30C.				
	Contractor Proposal Number: ARCS Proposal dated			1	
	October 21, 2014.				
	4. Except as provided herein, all terms and				
	conditions of this task order remain unchanged				
	and in full force and effect.				
	LIST OF CHANGES:				
	Total Amount for this Modification: \$13,817.00			1	
	Obligated Amount for this Modification: Continued			1	
	CONCINGED				
				7	
- 1					

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000033

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NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

EM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	\$366,425.00				
	New Total Obligated Amount for this Award:				
	\$7,202,424.00		1 1	ı	
	New Total Amount for this Award: \$7,956,025.00				
	PR 4200530767				
	NEW ACCOUNTING CODE ADDED:		11	i	
	Account code:				
	62SF01/6100.2520/62/FC000000/006220.01.01.02/000/2		1 1		
	520/62/EXPX22015D/719V/8015/160124/1/2		1 1	i	
	Cost Center 62SF01		11		
	GL Account 6100.2520		11		
	Order FC000000		11		
	WBS Element1 006220.01.01.02		1 1		
	WBS Element2		1 1		
	Network		1 1		
	\$4 months & with \$4 months		11		
	Activity Earmarked Funds		11		
	Item Number 000		1 1		
	Commitment Item 2520	-	11		
	Funds Center 62		11		
	Funds Center 62 Fund EXPX22015D		11		
			11		
	Functional Area 719V		11		
	Appropriation 8015/160124		11	1	
	Quantity: 0		11		
	Amount: \$120,896.00				
	PR 4200530760				
	NEW ACCOUNTING CODE ADDED:		1 1	1	
	Account code:		1 1		
	62IS01/6100.2520/62/FC000000/736466.07.10.08/000/2				
=	520/62/CASX22015D/361N/8015/160122/1/2		11		
	Cost Center 62IS01				
	GL Account 6100.2520				
	Order FC000000		1 1		
	WBS Element1 736466.07.10.08				
	WBS Element2		1 1		
	Network		1 1		
	Activity				
	Earmarked Funds				
	Item Number 000				
	Commitment Item 2520				
	Funds Center 62		1 1		
	Fund CASX22015D		1 1		
	Functional Area 361N				
	Appropriation 8015/160122		1 1		
	Quantity: 0				
	Amount: \$101,925.00				
	PR 4200530768				
	Continued				
- 1			1 [	I	

CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED NNM11AA30C/NNM11AA40T/000033

PAGE OF

5

NAME OF OFFEROR OR CONTRACTOR
AL RAZAO COMPUTING SERVICES

M NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	NEW ACCOUNTING CODE ADDED:				
	Account code:		1 1		
	62RS01/6100.2520/62/FC000000/736466.01.06.08.01/00		1 1		
	0/2520/62/CASX22015D/361N/8015/160122/1/2		1 1		
	Cost Center 62RS01		1 1		
	GL Account 6100.2520		1 1		
	Order FC000000				
	WBS Element1 736466.01.06.08.01		1 1		
	WBS Element2		1 1		
	Network		1 1		
	Activity		1 1		
	Earmarked Funds		1 1		
	Item Number 000		1 1		
	Commitment Item 2520		1 1		
	Funds Center 62		1 1		
	Fund CASX22015D		1 1		
	Functional Area 361N		1 1		
	Appropriation 8015/160122		11		
	Quantity: 0		1 1		
	Amount: \$80,000.00				
	, ,		1 1		
	PR 4200531459				
	NEW ACCOUNTING CODE ADDED:		11		
	Account code:		1 1	7	
	62IS40/6100.2520/62/FC000000/361065.07.02.01/000/2		1 1		
	520/62/EXCX22015D/761A/8015/160115/1/43		1 1	İ	
	Cost Center 62IS40		1 1		
i	GL Account 6100.2520		1 1		
	Order FC000000		1 1		
	WBS Element1 361065.07.02.01		1 1		
	WBS Element2				
	Network		1 1		
	Activity		1 1		
	Earmarked Funds		1 1		
	Item Number 000		1 1		
	Commitment Item 2520		1 1		
	Funds Center 62		1 1		
	Fund EXCX22015D				
	Functional Area 761A		1 1		
	Appropriation 8015/160115				
	Quantity: 0				
	Amount: \$38,604.00				
	PR4200532040		1 1	ì	
- 1	NEW ACCOUNTING CODE ADDED:		1 1		
	Account code:				
	62CS01/6100.2520/62/FC000000/736466.01.08.08.04/00				
	0/2520/62/CASX22015D/361N/8015/160122/1/2				
	Cost Center 62CS01				
	GL Account 6100.2520				
	Continued				
				1	

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CONTINUATION SHEET	NNM11AA30C/NNM11AA40T/000033	5	5

NAME OF OFFEROR OR CONTRACTOR
AL RAZAQ COMPUTING SERVICES

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
******	Order FC000000				
	WBS Element1 736466.01.08.08.04				
	WBS Element2				
	Network				
	Activity				
	Earmarked Funds				
	Item Number 000	l			
	Commitment Item 2520	1			
	Funds Center 62				
	Fund CASX22015D	1			
	Functional Area 361N				
	Appropriation 8015/160122	1			
		1			×
	Quantity: 0				
	Amount: \$25,000.00				
	Payment Terms:				
	Net 30 days				
	FOB: Destination				
1					
		1			
	*				
		1			

# TASK ORDER NNM11AA40T BUSINESS SUPPORT SERVICES

IS01/Office of the Chief Information Officer (CIO)
RS01/Office of the Chief Financial Officer (CFO)
SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control
SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support
CS01/Office of Strategic Analysis and Communications
AS01/Office of Center Operations

	FFP Labor	Travel	Total TO Value
PREVIOUS	(b)(4)		
THIS MOD			
TOTAL	(b)(4)		\$7,956,025

Total Labor Obligations	Travel	Total TO Obligations
b)(4)		

# 1. SUPPLIES AND/OR SERVICES TO BE FURNISHED

- a. The Contractor shall perform this Performance Work Statement (PWS)-based Task Order in accordance with the PWS contained in Contract NNM11AA30C, Acquisition and Business Support Services. The Contractor shall perform this Task Order under the terms and conditions as set forth in the basic order and as supplemented in this Task Order.
- b. The Contractor shall provide all resources (except as may be expressly stated in this order as furnished by the Government) necessary to perform all the service requirements in the PWS as provided in Attachment A hereto.

### 2. TYPE OF ORDER

This is a performance-based, Firm-Fixed-Price (FFP) Task Order.

# 3. PERIOD OF PERFORMANCE

The period of performance of this Task Order shall be as follows: May 1, 2011 through **April 30, 2015.** 

#### 4. PLACE OF PERFORMANCE

The Contractor shall perform the work under this order on-site at the Marshall Space Flight Center, AL, and at such other locations as may be approved in writing by the Contracting Officer.

#### 5. PERFORMANCE SURVEYS

The Contractor shall conduct surveys in accordance with the direction in Clause B.3, Price Deductions for Less Than Optimum Performance, of the contract, which shall be reported in accordance with the direction in Data Procurement Document (DPD) 1321, Attachment J-2 to the contract.

#### 6. TECHNICAL DIRECTION

Performance of the work under this Task Order is subject to the written technical direction of the Contracting Officer's Technical Representative (COTR), as set forth in Clause G.2, Technical Direction, of the contract.

#### 7. CONSIDERATION AND PAYMENT

- a. The Contractor shall be paid upon the satisfactory completion of the work called for in this Task Order and submission of properly certified invoices as detailed in Clause G.5, Consideration and Payment, of the contract.
- b. The Contractor shall be paid biweekly for the work called for in this Task Order at the rates specified for the applicable period as set forth in Attachment J-4, Contractor Fully Burdened Labor Rates\*, to the contract, and as set forth in the payment schedule shown below.
- c. Accounting classifications and funding resources are incorporated into the contract accordingly.
- d. Contractor invoices shall be submitted electronically in accordance with Clause G.5, Consideration and Payment, of the contract.
- e. Travel is cost reimbursable and will be invoiced separately from the labor shown in the payment schedule below. Of the total price for effort provided under this Task Order (b)(4) is available for Travel.

# NNM11AA40T Payment Schedule

Payment Type	Frequency	Date	Amount
Status Report	Bi-Weekly		
		05/13/11	(b)(4)
		05/27/11	
		06/10/11	
		06/24/11	

	07/08/11 (b)(4)	
	07/22/11	
A DESCRIPTION OF THE PROPERTY	08/05/11	
	08/19/11	
	09/02/11	
	09/16/11	
	09/30/11	
	10/14/11	
	10/28/11	
	11/11/11	
	11/25/11	
	12/09/11	
	12/23/11	
	01/06/12	
	01/20/12	
	02/03/12	
	02/17/12	
	03/02/12	
	03/16/12	
	03/30/12	
	04/13/12	
	04/27/12	
	05/11/12	
	05/25/12	
	06/08/12	
	06/22/12	
	07/06/12	
	07/20/12	
	08/03/12	
	08/17/12	
	08/31/12	
	09/14/12	
	09/28/12	
	10/12/12	
	10/26/12	
	11/09/12	
	11/23/12	
	12/07/12	
	12/21/12	
	01/04/13	
	01/18/13	

02/01/13	(b)(4)
02/15/13	-
03/01/13	-
03/15/13	-
03/29/13	
04/12/13	-
04/26/13	-
05/10/13	<b>-</b> -
05/24/13	
06/07/13	-
06/21/13	
 07/05/13	-
07/19/13	-
08/02/13	
08/16/13	
08/30/13	-
09/13/13	-
09/27/13	
10/11/13	-
10/25/13	
11/08/13	-
11/22/13	-
 12/06/13	-
12/20/13	-
01/03/14	-
01/17/14	-
01/31/14	-0
 02/14/14	
02/28/14	
03/14/14	
03/28/14	
04/11/14	
04/25/14	
05/09/14	
05/23/14	
06/06/14	
06/20/14	
07/04/14	
07/18/14	
08/01/14	
08/15/14	

	Total Billing	\$7,943,810
	04/30/15	
	04/10/15	
	03/27/15	
	03/13/15	
	02/27/15	
	02/13/15	
	01/30/15	
	01/16/15	
	01/02/15	
	12/19/14	
The state of the s	12/05/14	-
	11/21/14	
	11/07/14	
	10/24/14	
	10/10/14	-
	09/26/14	
	09/12/14	
	08/29/14	(b)(4)

# 8. SPECIAL ORDER REQUIREMENTS

This Task Order shall be performed in accordance with the special order requirements clauses in Section H of the basic order.

# 9. ORDER CLAUSES

This Task Order shall be performed in accordance with the order clauses in Section I of the basic order.

### 10. OTHER TERMS AND CONDITIONS

All other terms and conditions as contained in the basic order, NNM11AA30C, are applicable to this Task Order.

#### 11. ORDER OF PRECEDENCE

Should a conflict arise between the terms and conditions as shown in this Task Order and the terms and conditions of the basic order, NNM11AA30C, the basic order shall prevail.

# 12. 1852.232-77. LIMITATION OF FUNDS (FIXED- PRICE CONTRACT) (MAR 1989)

- (a) Of the total price for effort provided under this Task Order, the sum of \$7,202,424 is available for payment and allotted to this Task Order.
- (b) The Contractor agrees to perform or have performed the effort specified in paragraph (a) of this clause up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount allotted to the contract, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.
- (c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed through **December 19, 2014.** 
  - (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.
  - (3) (i) The notice shall state the estimate when the point referred to in paragraph (c)(2) of this clause will be reached and the estimated amount of additional funds required to continue performance to the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it.
    - (ii) The Contractor shall, 60 days in advance of the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.
  - (4) If, after the notification referred to in paragraph (c)(3)(ii) of this clause, additional funds are not allotted by the date specified in paragraph (c)(1) of this clause, or an agreed date substituted for it, the Contracting Officer shall,

upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

[End of Task Order]

# Performance Work Statement Task Order NNM11AA40T, Business Support Services Contract NNM11AA30C

# 1.0 INTRODUCTION

The Contractor shall perform this Performance Work Statement (PWS) in accordance with the PWS contained in the contract, NNM11AA30C, Acquisition and Business Support Services (ABSS), and with the terms and conditions as set forth in the contract and as supplemented in this Task Order.

#### 2.0 PROGRAM MANAGEMENT

The Contractor shall provide program management and control for this Task Order pursuant to PWS paragraph 2.0 of the contract. All plans and reports will be provided to the Government in accordance with the direction contained in the Data Procurement Document (DPD) 1321, Attachment J-2 to the contract, and as directed in paragraph 2.0 Program Management of the contract PWS.

#### 3.0 BUSINESS SUPPORT

### 3.1 IS01/Office of the Chief Information Officer (CIO)

#### 3.1.1 RESERVED

3.1.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.1.3 RESERVED

3.1.4 Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. Reports to the Program Manager and works with the Program Manager and other Program Leads for multiple projects. Identifies resources required to achieve project objectives. Establishes priorities, task assignments and ensures timely completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role to ensure

timely delivery of all specified deliverables, and compliance with government regulations, codes, policies, and procedures. Desired education is a Bachelor's degree in the area of specialty and 3-5 years of relevant experience, including supervisory and project management experience. (b)(4)

3.1.5 Enters data from a variety of sources into systems, forms, reports, and scheduled for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

# 3.2 RS01/Office of the Chief Financial Officer (CFO)

- **3.2.1** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- 3.2.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)
- 3.2.3 Enters data from a variety of sources into systems, forms, reports, and schedules for designated projects and/or organizations. Makes adjustments to ensure accurate portrayal of funds' status. Consolidates data for viable overview of financial status of projects/organizations. Analyzes expenditures versus commitments to identify/resolve problems inherent in the management of resources for the programs/organizations supported. Desired education is a bachelor's degree and 4-6 years of experience in the field or related area. Familiar with standard concepts,

practices, and procedures. Relies on experience and judgment to perform the functions of the job. Performs a variety of complicated tasks. A wide degree of creativity and latitude is required. Works under general supervision. May report to an executive or manager. (b)(4)

# 3.3 SF01/Michoud Assembly Facility Directorate (MAF)/Program Planning and Control

- 3.3.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)
- 3.3.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Typically reports to a supervisor or manager. A certain degree of creativity and latitude is required. (b)(4)

# 3.4 SF02/Michoud Assembly Facility Directorate (MAF)/Integration and Operations Support

- 3.4.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)
- **3.4.2** Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a

related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)

#### 3.5 Travel

Travel for this effort will be required on a recurring basis. Travel is cost reimbursable and funded separately from the firm-fixed-price labor price.

# 3.6 CS01/Office of Strategic Analysis and Communications

#### 3.6.1 RESERVED

3.6.2 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree and 4-6 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. May report to an executive or a manager. A wide degree of creativity and latitude is expected. (b)(4)

# 3.7 AS01/Office of Center Operations

3.7.1 Analyzes accounting records to determine financial resources required to implement programs and makes recommendations for budget allocations to ensure conformance to budgetary limits. Also responsible for reviewing operating budgets periodically in order to analyze trends affecting budget needs. Desired education is a bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May report to an executive or a manager. (b)(4)